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| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
| Function No. 70300 - FAACS Online | TOPIC REPORTS |
| | DATE 9/1/93 |

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OVERVIEW

The Fixed Asset Accounting and Control System (FAACS) generates reports to meet numerous end-user objectives (major report categories). The number of informational elements entered into the system enables FAACS to store and produce needed information in a variety of report formats. This topic discusses each of the major reporting categories and contains detailed descriptions of the reports produced for each activity. The major activities and report categories which are contained in FAACS are:

- online transactions;
- planning and budgeting;
- purchasing and surplus property;
- physical control;
- maintenance;
- risk management;
- grant management;
- financial accounting and reporting; and,
- system control reports.

Much of the information displayed on various FAACS reports has been produced in order to permit State agencies to prepare agency financial reports in accordance with generally accepted accounting principles for fixed assets for governmental, proprietary, and fiduciary fund types. Specifically, agencies should be able to produce financial statements displaying fixed asset totals by major asset category on the agency's combined balance sheets. FAACS information may also be used to produce schedules which show fixed asset additions and deletions by major asset category as well as other information, such as program and fund totals.

100 On-Line Transactions

The FAACS online reports assist persons responsible for fiscal and property management with accounting for and reconciling fixed asset transactions entered on the Data Entry File. These reports provides a mechanism to daily review online fixed asset activity. These reports include:

- Listing of "Released" Transactions (FACLINK1)
- Listing of Transactions With Status of Hold or Incomplete (FACLINK2)
- Listing of Transactions on Data Entry File More Than 60 Days (FACLINK3)

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REPORT NAME: LISTING OF "RELEASED" TRANSACTIONS (FACLINK1)

DESCRIPTION AND CONTENTS: Provides a list of transactions released for update to the FAACS Master file. Details listed for each asset include identification number, action code, entry date, acquisition date, fund amount, voucher number, organization, nomenclature, controlling indicator, and disposal code.

PURPOSE: To provide agencies with information regarding transactions released for update. This report can also be used to reconcile transactions entered in FAACS online.

ASSET CATEGORIES: Land
Buildings
Improvements Other Than Buildings
Equipment (Capitalized and Controlled)

FREQUENCY OF DISTRIBUTION: The Listing of Released Transactions Report is distributed daily to agencies releasing transactions the previous night.

ORDER OF DATA: Assets reported on the Listing of Released Transaction Report are listed according to FAACS identification number within Asset Category.

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Listing of "Released" Transactions (FACLINK1)

| | | | | | | | | | | | | | |
|--|-----|-----------|--------|------|-------------------|---------------|-------------|----------------|-----------|------------|--------------|-------------|--------------|
| COMMONWEALTH OF VIRGINIA - SUPREME COURT FIXED ASSET ACCOUNTING AND CONTROL SYSTEM FAACS ONLINE REPORT LISTING OF "RELEASED" TRANSACTIONS | | | | | | | | | | | | | |
| PROGRAM - FACLINK REPORT - FACLINK1 AGENCY PAGE 2 | | | | | | | | | | | | | |
| AGENCY : 111 BATCH ID NUMBER: F1110829 DATE RELEASED : 6/29/93 | | | | | | | | | | | | | |
| *--- TRANS ID ---- ACT | | | | | | | | | | | | | |
| AGY | CAT | ID | NUMBER | CODE | DESCRIPTION | ENTRY DATE | ACQ DATE | FUND AMOUNT | VOUCHER # | ORG | NOMENCLATURE | CNTL IND | DISP CODE |
| 111 | 4 | 000005583 | 1 | | | 930829 | | 0.00 | | | | | |
| 111 | 4 | 000005603 | 1 | | | 930829 | | 0.00 | | | | | |
| 111 | 4 | 000005611 | 1 | | | 930829 | | 0.00 | | | | | |
| 111 | 4 | 000005625 | 1 | | | 930829 | | 0.00 | | | | | |
| 111 | 4 | 000005636 | 1 | | | 930829 | | 0.00 | | | | | |
| 111 | 4 | 000005687 | 1 | | | 930829 | | 0.00 | | | | | |
| 111 | 4 | 000005694 | 1 | | | 930829 | | 0.00 | | | | | |
| 111 | 4 | 000005738 | 2 | | CONTROL UNIT | 930829 | 07011985 | 5398.00 | CONTRACT | MS111203 | 07410004300 | | |
| 111 | 4 | 000005775 | 1 | | | 930829 | | 0.00 | | | | | |
| 111 | 4 | 000005783 | 1 | | | 930829 | | 0.00 | | | | | |
| 111 | 4 | 000005794 | 2 | | CONTROL UNIT | 930829 | 10151989 | 4126.00 | CONTRACT | MS111203 | 07410007500 | C | |
| 111 | 4 | 000005881 | 2 | | MODEM | 930829 | 02271980 | 3328.00 | CONTRACT | MS111203 | 07410012300 | C | |
| 111 | 4 | 000006021 | 2 | | PERSONAL COMPUTOR | 930829 | 10011988 | 5810.00 | CONTRACT | MS111203 | 07410007800 | C | |
| 111 | 4 | 000006230 | 2 | | PS/2 MODEL 55SX | 930829 | 06161982 | 2575.00 | 21197 | MS111203 | 07410000100 | C | |
| 111 | 4 | 000006272 | 2 | | MODEM | 930829 | 07011988 | 4200.00 | CONTRACT | MS111203 | 07410012300 | C | |
| 111 | 4 | 000006292 | 2 | | MODEM | 930829 | 07201987 | 3255.00 | CONTRACT | MS111203 | 07410012300 | C | |
| 111 | 4 | 000006303 | 1 | | | 930829 | | 0.00 | | | | | |
| 111 | 4 | 000006323 | 2 | | PS/2 MODEL 55SX | 930829 | 06091992 | 2575.00 | 20500 | MS111203 | 07410000100 | C | |
| 111 | 4 | 000006327 | 2 | | MODEM | 930829 | 03021989 | 3188.00 | CONTRACT | MS111203 | 07410012300 | C | |
| 111 | 4 | 000006371 | 1 | | | 930829 | | 0.00 | | | | | |
| 111 | 4 | 000006244 | 2 | | PRINTER | 930829 | 06011990 | 7260.00 | CONTRACT | MS111203 | 07410008300 | | |
| TOTAL NUMBER OF TRANSACTIONS RELEASED: | | | | | | | | | | 64 | | | |
| TOTAL AMOUNT OF TRANSACTIONS RELEASED: | | | | | | | | | | 1702170.78 | | | |
| *END OF REPORT FOR AGENCY 111* | | | | | | | | | | | | | |

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REPORT NAME: LISTING OF TRANSACTIONS WITH STATUS OF HOLD OR INCOMPLETE (FACLINK2)

DESCRIPTION AND CONTENTS: Provide a list of transactions remaining on the Data Entry file with a status of "hold" or "incomplete." Details listed for each asset include identification number, action code, entry date, acquisition date, fund amount, voucher number, organization, nomenclature, control indicator, and disposal code.

PURPOSE: To provide agencies with information for transactions remaining on the Data Entry File.

ASSET CATEGORIES: Land
Buildings
Improvements Other Than Buildings
Equipment (Capitalized and Controlled)

FREQUENCY OF DISTRIBUTION: The Listing of Transactions with Status of Hold or Incomplete Report is distributed daily to agencies having transactions with "H" or "I" status on the Data Entry File.

ORDER OF DATA: Assets reported on the Listing of Transactions with Status of Hold or Incomplete Report are listed according to FAACS identification number within Asset Category.

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Listing of Transactions with Status of Hold or Incomplete (FACLINK2)

```

PROGRAM - FACLINK
REPORT - FACLINK2
AGENCY PAGE 1

COMMUNWEALTH OF VIRGINIA - DEPARTMENT OF ACCOUNTS
FIXED ASSET ACCOUNTING AND CONTROL SYSTEM
FAACS ONLINE REPORT
LISTING OF TRANSACTIONS WITH STATUS OF HOLD OR INCOMPLETE

AGENCY : 151

#--- TRANS ID ---* ACT
STA AGY CAT ID NUMBER CODE
H 151 4 000020877 3
H 151 4 000021358 3

TOTAL NUMBER OF TRANSACTIONS WITH STATUS OF "H"(HOLD): 2
TOTAL AMOUNT OF "H"(HOLD) TRANSACTIONS: 0.00

TOTAL NUMBER OF TRANSACTIONS WITH STATUS OF "I"(INCOMPLETE): 0
TOTAL AMOUNT OF "I"(INCOMPLETE) TRANSACTIONS: 0.00

*END OF REPORT FOR AGENCY 151*

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REPORT NAME: LISTING OF TRANSACTIONS ON DATA ENTRY FILE MORE THAN 60 DAYS (FACLINK3)

DESCRIPTION AND CONTENTS: Provides a list of transactions remaining on the Data Entry file more than 60 days. Details listed for each asset include identification number, action code, entry date, acquisition date, fund amount, voucher number, organization, nomenclature, control indicator, and disposal code.

PURPOSE: To provide agencies with information for transactions remaining on the Data Entry File more than 60 days. To alert agencies that these transactions will be purged from the data entry file if not released within 30 days.

ASSET CATEGORIES: Land
Buildings
Improvements Other Than Buildings
Equipment (Capitalized and Controlled)

FREQUENCY OF DISTRIBUTION: The Listing of Transactions on Data Entry File More Than 60 Days Report is distributed daily to agencies with transaction remaining on the Data Entry File more than 60 days.

ORDER OF DATA: Assets reported on the Listing of Transactions on Data Entry File More Than 60 Days Report are listed according to FAACS identification number within Asset Category.

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Listing of Transactions on Data Entry File More than 60 Days (FACLINK3)

PROGRAM - FACLINK
 REPORT - FACLINK3
 AGENCY PAGE 1

COMMONWEALTH OF VIRGINIA - DEPT OF CONSERVATION AND RECREATION
 FIXED ASSET ACCOUNTING AND CONTROL SYSTEM
 FAACS ONLINE REPORT
 LISTING OF TRANSACTIONS ON DATA ENTRY FILE MORE THAN 60 DAYS

RUN DATE 8/28/93
 RUN TIME 18:08:57
 REPORT PAGE 2

AGENCY : 199

PLEASE RELEASE OR DELETE THE FOLLOWING TRANSACTIONS AS SOON AS POSSIBLE.
THESE TRANSACTIONS WILL BE PURGED WITHIN THE NEXT 30 DAYS

| STA | AGY | CAT | ID | NUMBER | ACT | CODE | DESCRIPTION | ENTRY DATE | ACQ DATE | FUND AMOUNT | VOUCHER # | ORG | NOMENCLATURE | DISP CODE |
|--|-----|-----|-----------|--------|-----|------|-------------|---------------|--|----------------|-----------|-----|--------------|--------------|
| H | 199 | 2 | 024A0013A | 2 | | | | | | 0.00 | | | | |
| H | 199 | 3 | 022A30309 | 3 | | | | | | 0.00 | | | | |
| H | 199 | 3 | 024A30120 | 2 | | | | | | 0.00 | | | | |
| H | 199 | 3 | 024A30215 | 2 | | | | | | 0.00 | | | | |
| H | 199 | 3 | 024A30221 | 2 | | | | | | 0.00 | | | | |
| H | 199 | 3 | 032A30101 | 2 | | | | | | 0.00 | | | | |
| H | 199 | 3 | 032A30105 | 2 | | | | | | 0.00 | | | | |
| H | 199 | 3 | 032A30113 | 2 | | | | | | 0.00 | | | | |
| H | 199 | 3 | 032A30115 | 2 | | | | | | 0.00 | | | | |
| H | 199 | 3 | 032A30120 | 2 | | | | | | 0.00 | | | | |
| H | 199 | 3 | 032A30121 | 2 | | | | | | 0.00 | | | | |
| H | 199 | 3 | 032A30122 | 2 | | | | | | 0.00 | | | | |
| H | 199 | 3 | 032A30128 | 2 | | | | | | 0.00 | | | | |
| H | 199 | 3 | 032A30130 | 2 | | | | | | 0.00 | | | | |
| H | 199 | 3 | 032A30131 | 2 | | | | | | 0.00 | | | | |
| H | 199 | 3 | 032A30205 | 2 | | | | | | 0.00 | | | | |
| H | 199 | 3 | 032A30215 | 2 | | | | | | 0.00 | | | | |
| H | 199 | 4 | 100000840 | 3 | | | | | | 0.00 | 30005004 | D0 | 07410000100 | |
| H | 199 | 4 | 100001598 | 2 | | | | 930428 | 07181988 | 0.00 | | | | |
| H | 199 | 4 | 10001638 | 2 | | | | | | 0.00 | | | | |
| H | 199 | 4 | 10001858 | 2 | | | | | | 0.00 | | | | |
| H | 199 | 4 | 600000194 | 3 | | | | | | 0.00 | | | | |
| H | 199 | 4 | 600000221 | 3 | | | | | | 0.00 | | | | |
| H | 199 | 4 | 700000013 | 3 | | | | | | 0.00 | | | | |
| H | 199 | 4 | 700000023 | 3 | | | | | | 0.00 | | | | |
| H | 199 | 4 | 700000026 | 3 | | | | | | 0.00 | | | | |
| H | 199 | 4 | 700000027 | 3 | | | | | | 0.00 | | | | |
| H | 199 | 4 | 800000204 | 2 | | | | 930412 | | 0.00 | | | | |
| TOTAL NUMBER OF TRANSACTIONS WITH STATUS OF "H"(HOLD): | | | | | | | | 28 | TOTAL NUMBER OF TRANSACTIONS WITH STATUS OF "I"(INCOMPLETE): | | | | | |
| TOTAL AMOUNT OF "H"(HOLD) TRANSACTIONS: | | | | | | | | 0.00 | TOTAL AMOUNT OF "I"(INCOMPLETE) TRANSACTIONS: | | | | | |

END OF REPORT FOR AGENCY 199

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200 Planning and Budgeting

Individuals engaged in this major reporting activity require reports that enable them to accurately forecast future fixed asset needs based on current depreciation patterns. Such reports are reviewed annually, or more frequently if desired, in order to determine current accumulated depreciation totals, replacement cost information, disposal trends, and other information needed to project future replacement and maintenance costs, and to determine the costs and benefits associated with repair versus replacement decisions. The planning and budgeting reports are:

- Depreciation Cost Report (FAC330)
- Asset Replacement Report (FAC317)
- Disposal History Report (FAC30040).

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REPORT NAME: DEPRECIATION COST REPORT (FAC330)

DESCRIPTION AND CONTENTS: An annual report detailing depreciation information and calculated replacement values for an agency's fixed assets (exclusive of land and leased, disposed of, or surplus items). Specific details provided for each item listed include acquisition cost, useful life, and calculated replacement value. Additional details provided for capitalized assets include accumulated depreciation, percent depreciated, and calculated depreciation expense; for controlled assets, these values are listed as zero.

PURPOSE: To provide agencies with the detailed information needed for planning, budgeting and purchasing functions.

ASSET CATEGORIES: Buildings
Improvements Other Than Buildings
Equipment (Capitalized and Controlled)

FREQUENCY OF DISTRIBUTION: The Depreciation Cost Report is run and distributed per request.

ORDER OF DATA: Assets reported on the Depreciation Cost Report are listed according to object code within subprogram within program.

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Depreciation Cost Report (FAC330)

| PROGRAM - FAC330 REPORT - FAC330 AGENCY PAGE 122 | | COMMONWEALTH OF VIRGINIA - DEPARTMENT OF MEDICAL ASSISTANCE SERVICE FIXED ASSET ACCOUNTING AND CONTROL SYSTEM DEPRECIATION COST REPORT FOR 1991 | | | | RUN DATE 9/27/91 RUN TIME 20:10:18 REPORT PAGE 122 | | |
|--|---|--|---------------------|----------------|-----------------------------|--|---------------------------------------|-----------------------------|
| FUND: 1500 PROGRAM: 456 OBJECT CODE | ITEM DESCRIPTION | IDENTIFICATION NUMBER | ACQUISITION COST | USEFUL LIFE | ACCUMULATED DEPRECIATION | PERCENT DEPRECIATION | CALCULATED DEPRECIATION EXPENSE | CALCULATED REPLACE VALUE |
| SUBPROGRAM: 02 | | | | | | | | |
| 2264 | MOTOROLA BRAVO NUMERIC PAGER SILENT ALERT A04JNC588ICA MODEL FREQ 454.500 B AUSTIN | 000CA0180 | 248.00 | 8 | .00 | 0 | .00 | 248.00 \$ |
| 2264 | MOTOROLA BRAVO NUMERIC PAGER SILENT ALERT A03JNC588ICA MODEL FREQ 158.700 BUK | 000CA0181 | 238.00 | 8 | .00 | 0 | .00 | 238.00 \$ |
| 2264 | MOTOROLA BRAVO PAGER W/ VIBRATOR | 000CA0683 | 129.00 | 8 | .00 | 0 | .00 | 129.00 \$ |
| 2264 | DICTAPHONE PORTABLE RECORDER W/ADAPTER & CHARGER J. TEEPEY | 000CA0820 | 149.00 | 7 | .00 | 0 | .00 | 149.00 \$ |
| 2271 | SANYO MICRONAVE OVEN | 000CA0584 | 118.10 | 8 | .00 | 0 | .00 | 118.10 \$ |
| 2274 | MINI LAMINATING MACHINE | 000CA0989 | 398.00 | 10 | .00 | 0 | .00 | 398.00 \$ |
| 2328 | LEASEHOLD IMPROVEMENTS 8TH FL VRD CONSTRUCTION COST DEPR LIFE OF BLDG LEASE | 000005788 | 8,218.00 | 3 | 2,318.30 | 44 | 1,738.04 | 9,218.00 \$ |
| 2328 | LEASEHOLD IMPROVEMENTS 12TH FLOOR VRD CONSTRUCTION COST DEPR LIFE OF BLDG LEASE | 000005788 | 7,170.28 | 3 | 2,180.88 | 44 | 2,360.18 | 7,170.28 \$ |
| SUBPROGRAM TOTALS: | | | 4,781,307.76 | | 2,338,842.07 | | 792,087.48 | 4,803,088.28 |
| PROGRAM TOTALS: | | | 4,781,408.84 | | 2,340,084.07 | | 797,083.06 | 4,833,350.94 |
| FUND TOTALS: | | | 4,782,191.93 | | 2,340,084.07 | | 797,083.06 | 4,834,016.03 |
| AGENCY TOTALS: | | | 4,782,191.93 | | 2,340,084.07 | | 797,083.06 | 4,834,016.03 |

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REPORT NAME: ASSET REPLACEMENT REPORT (FAC317)

DESCRIPTION AND CONTENTS: A detailed listing of fixed assets having a specific number of years (or less) remaining in useful life. The agency requesting the Asset Replacement Report must provide the value to be used in selecting fixed assets based on their years of remaining life, e.g. '03' years remaining. Details for each fixed asset listed on the report include identification number, item description, acquisition date and cost, total useful life, maintenance cost, and replacement index and value.

PURPOSE: To provide agencies with the detailed information needed to project future replacement and maintenance costs and to evaluate the relative merits of repairing or replacing fixed assets.

ASSET CATEGORIES: Building
Equipment (Controlled and Capitalized)

FREQUENCY OF DISTRIBUTION: The Asset Replacement Report is distributed on demand, i.e., at the request of the agency.

ORDER OF DATE: Assets reflected on the Asset Replacement Report are listed according to inventory (FAACS ID) number within acquisition date.

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Asset Replacement Report (FAC317)

PROGRAM - FAC317
 REPORT - FAC317
 AGENCY PAGE 212
 AGENCY NO. 602

COMMONWEALTH OF VIRGINIA - DEPARTMENT OF MEDICAL ASSISTANCE SERVICE
 FIXED ASSET ACCOUNTING AND CONTROL SYSTEM
 *** ASSET REPLACEMENT REPORT ***

RUN DATE 8/27/91
 RUN TIME 19:56:42
 REPORT PAGE 312

| IDENTIFICATION NUMBER | ITEM DESCRIPTION | ACQUISITION DATE: | LIFE CODE | INDEX | REPLACEMENT VALUE | MAINTENANCE COST | FUND PROG | SUB- PROG | ELEM | FUND AMOUNT |
|--------------------------|--|-------------------|--------------|-------|----------------------|---------------------|--------------|--------------|------|----------------|
| 000CA0738 | LOTUS 1-2-3 SOFTWARE ON GRID PC ID#8980 | APRIL, 1991 | 000 | 0 | 1.00 | 306.00 | .00 | 1800 456 | 02 | 152.50 |
| | | | | | | | | 1800 456 | 02 | 152.50 |
| | | | | | | | | | | 306.00 |
| 000CA0811 | MICROSOFT OFFICE FOR WINDOWS SOFTWARE PC ID# 8984 | | 000 | 0 | 1.00 | 306.80 | .00 | 1800 456 | 02 | 153.25 |
| | | | | | | | | 1800 456 | 02 | 153.25 |
| | | | | | | | | | | 306.80 |
| 000CA0815 | MICROSOFT OFFICE FOR WINDOWS SOFTWARE | | 000 | 0 | 1.00 | 308.50 | .00 | 1800 456 | 02 | 153.25 |
| | | | | | | | | 1800 456 | 02 | 153.25 |
| | | | | | | | | | | 308.50 |
| 000CA0888 | CARBON COPY PLUS SOFTWARE ON PC ID# 8984 | | 000 | 0 | 1.00 | 96.00 | .00 | 1800 456 | 02 | 47.50 |
| | | | | | | | | 1800 456 | 02 | 47.50 |
| | | | | | | | | | | 96.00 |
| 000CA0938 | MICROSOFT OFFICE SOFTWARE FOR WINDOW | | 000 | 0 | 1.00 | 308.50 | .00 | 1800 456 | 02 | 153.25 |
| | | | | | | | | 1800 456 | 02 | 153.25 |
| | | | | | | | | | | 308.50 |
| 000CA0988 | WORDPERFECT SOFTWARE ROOMS #1131 & 1123 ON PC ID #'S 8984 & 8984 | | 000 | 0 | 1.00 | 416.00 | .00 | 1800 456 | 02 | 208.00 |
| | | | | | | | | 1800 456 | 02 | 208.00 |
| | | | | | | | | | | 416.00 |

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REPORT NAME: DISPOSAL HISTORY REPORT (FAC30040)

DESCRIPTION AND CONTENTS: A cumulative listing of assets disposed of by an agency during the most recent three year period. (Data regarding each disposal is reflected on the report for three years after the disposal date and is then dropped from the report.) Specific details provided for each asset disposal include acquisition and disposal dates, acquisition and salvage amounts, replacement value, disposal code, replacement index, useful life, and actual life.

PURPOSE: To provide information for the analysis of useful life estimates, as well as for audit purposes.

ASSET CATEGORIES: Buildings
Improvements Other Than Buildings
Equipment (Controlled and Capitalized)

FREQUENCY OF DISTRIBUTION: The Disposal History Report is generated on demand, i.e., at the request of the agency.

ORDER OF DATA: Assets included on the report are listed according to inventory (FAACS ID) number within asset category.

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Disposal History Report (FAC30040)

PROGRAM - FAC300
 REPORT - FAC30040
 AGENCY PAGE 1
 AGENCY NO. 002

COMMONWEALTH OF VIRGINIA - DEPARTMENT OF MEDICAL ASSISTANCE SERVICE
 FIXED ASSET ACCOUNTING AND CONTROL SYSTEM
 *** DISPOSAL HISTORY REPORT ***

RUN DATE 8/27/81
 RUN TIME 19:48:04
 REPORT PAGE 1

| ASSET CATEGORY: EQUIPMENT | INVENTORY NUMBER | INVENTORY NOMENCLATURE CODE | ITEM/DISPOSAL DESCRIPTION | ACQ/DISPOSAL DATES | ACQ/SALVAGE AMOUNTS | REPLACEMENT VALUE | DISP CODE | REPLACE INDEX | CHD USEFUL LIFE | ACT. LIFE |
|---------------------------|------------------|-----------------------------|--|----------------------|---------------------|-------------------|-----------|---------------|-----------------|-----------|
| | 000000081 | 04400023000 | TYPEWRITER SILVER REED W/ MEMORY TRANS TO DEPT OF HEALTH | 19851004 19900101 | 910.00 .00 | 888.00 | T | 28.900 | 008 | 008 |
| | 000000186 | 07410000000 | V5-88 COMPUTER HAND ASSET DISPOSED TO D P T | 19850901 19880818 | 90,018.00 .00 | 30,818.00 | T | 21.300 | 008 | 004 |
| AGENCY TOTAL: | | | IAT CONTROLLED CAPITALIZED | | 90,928.00 | 31,874.00 | | | | |
| | | | | | | | | # OF ITEMS: | 0 | 2 |

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| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
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300 Purchasing and Surplus Property

The Screening Reports generated by FAACS provide agencies with a listing of assets that are available for part-time use by other divisions/departments within the agency, or assets that are surplus, i.e., not being utilized by the owner division or department. Use of these reports is intended to better enable an agency to determine, prior to the purchase of new items, if an equipment need can be satisfied by existing property within the agency. A secondary use of the reports is to provide each agency with the information needed to properly manage its surplus property.

These reports include:

- Screening Report by Nomenclature Code (FAC301)
- Screening Report (FAC30020)

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| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
| Function No. 70300 - FAACS Online | TOPIC REPORTS |
| | DATE 9/1/93 |

REPORT NAME: SCREENING REPORT BY NOMENCLATURE CODE (FAC301)

DESCRIPTION AND CONTENTS: A listing of Statewide assets that are surplus, i.e., not being utilized by the agency. Details listed for each available or surplus asset include nomenclature code, availability code, condition code, ownership code, item description, inventory number, responsible position, and useful life.

PURPOSE: To enable an agency to determine period to the purchase of new items, if an equipment need can be satisfied by existing property within or from other agencies. (See CAPP Volume 1, Topic No. 30705, "Surplus Property Management.") Also, to provide agencies with information needed to properly manage its surplus property.

ASSET CATEGORIES: Equipment (Capitalized and Controlled)

FREQUENCY OF DISBRITUTION: The Screening Report is distributed on demand, i.e., at agencies request.

ORDER OF DATA: Assets reported on an agency's Screening Report are listed according to nomenclature code and by agency within nomenclature.

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| | DATE 9/1/93 |

Screening Report by Nomenclature Code (FAC301)

| COMMONWEALTH OF VIRGINIA - FIXED ASSET ACCOUNTING AND CONTROL SYSTEM *** SCREENING REPORT *** | | | | | | | | | | | | | | | RUN DATE 3/08/93 RUN TIME 18:48:57 REPORT PAGE 151 | | | | | | |
|---|-------------|---|--|---|---|--|--|--|--|--|--|--|--|--|--|------------|-----------|---------------------|-------------------------|----------------------------|---------------------------|
| PROGRAM - FAC301 REPORT - FAC301 AGENCY PAGE 151 | | | NOMENCLATURE AVL CND OWN CD CD CD TAG DESCRIPTION | | | | | | | | | | | | ITEM | AGY NUM | CATEGORY | INVENTORY NUMBER | RESPONSIBLE POSITION | RESPONSIBLE DESCRIPTION | USEFUL ON LOAN LIFE TO |
| | 04400027400 | S | I | G | Y | | | | | | | | | | 782 | 4 | 000000804 | 000000000024 | ADMIN STAFF SPEC SR | 005 | |
| | 04400027400 | S | I | G | Y | | | | | | | | | | 782 | 4 | 000000808 | 000000000024 | ADMIN STAFF SPEC SR | 005 | |
| | 04400028700 | A | O | A | Y | | | | | | | | | | 425 | 4 | 000000082 | 50 | YVC DIRECTOR | 005 | |
| | 04400028900 | A | O | A | N | | | | | | | | | | 158 | 4 | 000205001 | 00452 | PROP/FIN OFFICER | 015 | |
| | 04400029100 | A | O | A | Y | | | | | | | | | | 724 | 4 | 724009188 | 150 | BG SUPERVISOR | 005 | |
| | 04400071900 | A | O | A | Y | | | | | | | | | | 158 | 4 | 000008531 | 00452 | PROP/FIN OFFICER | 010 | |
| | 04400071900 | A | O | A | Y | | | | | | | | | | 425 | 4 | 000000177 | 49 | EXEX SECRETARY | 010 | |
| | 04400072500 | A | O | A | Y | | | | | | | | | | 107 | 4 | 000000801 | 30 | | 010 | |
| | 04400072500 | A | I | A | Y | | | | | | | | | | 801 | 4 | 000073508 | 1848 | HEALTH DIRECTOR | 010 | |
| | 04400072800 | A | O | A | Y | | | | | | | | | | 107 | 4 | 000000852 | 30 | | 010 | |
| | 04400072900 | S | O | A | Y | | | | | | | | | | 201 | 4 | 00LLO1204 | 0000000000421 | PURCHASES & STORES | 010 | |
| | 04400072900 | S | O | A | Y | | | | | | | | | | 301 | 4 | 000008204 | 144 | INFO. DIRECTOR | 010 | |
| | 04400072900 | A | I | A | Y | | | | | | | | | | 801 | 4 | 000072859 | 1848 | HEALTH DIRECTOR | 010 | |
| | 04400081900 | A | O | A | Y | | | | | | | | | | 122 | 4 | 000002149 | 111 | WP MANAGER | 010 | |
| | 04400081900 | S | O | A | Y | | | | | | | | | | 215 | 4 | EQ0000100 | 86 | STOREROOM SUPERVISOR | 010 | |

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| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
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| | DATE 9/1/93 |

REPORT NAME: SCREENING REPORT (FAC30020)

DESCRIPTION AND CONTENTS: A listing of agency assets that are available for part-time use by other divisions/departments within the agency, or assets that are surplus, i.e., not being utilized by the owner division or department. Details listed for each available or surplus asset include nomenclature code, availability code, condition code, ownership code, item description, inventory number, responsible position, and useful life.

PURPOSE: To enable an agency to determine, prior to the purchase of new items, if an equipment need can be satisfied by existing property within the agency, as well as to provide an agency with the information needed to properly manage its surplus property. (See CAPP Volume 1, Topic No. 30705, "Surplus Property Management.")

ASSET CATEGORIES: Equipment (Controlled and Capitalized)

FREQUENCY OF DISTRIBUTION: The Screening Report is distributed on demand, i.e., at agency request.

ORDER OF DATA: Assets reported on an agency's Screening Report are listed according to nomenclature code within organization code.

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| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
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Screening Report (FAC30020)

PROGRAM - FAC300
 REPORT - FAC30020
 AGENCY PAGE 47
 AGENCY NO. 141

ORGANIZATION: 301
 NOMENCLATURE AVL CND OWN
 CODE CD CD CD

COMMONWEALTH OF VIRGINIA -- ATTORNEY GENERAL
 FIXED ASSET ACCOUNTING AND CONTROL SYSTEM
 *** SCREENING REPORT ***

RUN DATE 5/08/91
 RUN TIME 8:48:18
 REPORT PAGE 13

| ITEM DESCRIPTION | INVENTORY NUMBER | RESPONSIBLE POSITION | RESPONSIBLE DESCRIPTION | USEFUL LIFE | ON LOAN TO |
|---|------------------|----------------------|-------------------------|-------------|------------|
| 07410005100 S 0 A Y SPERRY UNIVAC PRINTER | 00003068 | 10111NEAL | | 007 | |
| 07410006800 A 0 A Y PRINTER | 0003-0002 | 101149 | SYSTEM ANALYST | 007 | |
| 07410006800 A 0 A Y NBI 4000 TERMINAL | 0003-0034 | 101149 | SYSTEM ANALYST | 007 | |
| 07410006800 A 0 A Y NBI 4000 TERMINAL | 0003-0040 | 101149 | SYSTEM ANALYST | 007 | |
| 07410006800 A 0 A Y NBI 4000 TERMINAL | 0003-0083 | 101149 | SYSTEM ANALYST | 007 | |
| 07410006800 A 0 A Y NBI 4000 TERMINAL | 0003-0100 | 101149 | SYSTEM ANALYST | 007 | |
| 08400010000 A 0 A Y SPERRY UNIVAC MUX | 00003084 | 10111NEAL | | 005 | |

ORGANIZATION ITEM COUNT: 49

| | |
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| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
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400 Physical Control Reporting

A vital function of any property management system is to ensure physical control over assets in that system. FAACS reports designed to assist agency property managers in achieving effective internal control over agency assets are as follows:

- Appraisal Analysis Report (FAC30060)
- Agency Inventory Report (FAC30010)
- Component Asset Reports (FAC30015 and FAC370)
- Inventory by Responsible Position (FAC316)
- Accounting and Control Master Display (FAC309, FAC310, FAC311, FAC319 and FAC307, Option AA3)
- Assets by Location (FAC30080)
- Master Inventory Organization and Nomenclature (FAC308)
- Asset Inventory Report (FAC332)

| | |
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| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
| Function No. 70300 - FAACS Online | TOPIC REPORTS |
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REPORT NAME: APPRAISAL ANALYSIS REPORT (FAC30060)

DESCRIPTION AND CONTENTS: A detailed report indicating replacement values (calculated by the system, based on general price level index numbers) for all assets within an agency. In addition to replacement value, report details for each asset include inventory number; item description; acquisition cost, date, and basis; useful life; availability code; condition code; replacement basis; and replacement index.

PURPOSE: To facilitate the internal appraisal process by providing information regarding current replacement values for assets within an agency.

ASSET CATEGORIES: Land
Buildings
Equipment (Controlled and Capitalized)

FREQUENCY OF DISTRIBUTION: The Appraisal Analysis Report is distributed on demand, i.e., at the request of the agency.

ORDER OF DATA: Assets appearing on the Appraisal Analysis Report are listed according to nomenclature code.

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| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
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Appraisal Analysis Report (FAC30060)

| COMMONWEALTH OF VIRGINIA - DEPARTMENT OF MEDICAL ASSISTANCE SERVICE FIXED ASSET ACCOUNTING AND CONTROL SYSTEM *** APPRAISAL ANALYSIS REPORT *** | | | | | | | | | | | | | RUN DATE 8/27/81 RUN TIME 18:48:04 REPORT PAGE 11 |
|---|---|---------------------|---------------------|--------------|---------------------|--------------|------------------|------------------|----------------------|----------|--|--|---|
| | | | | | | | | | | | | | |
| PROGRAM - FAC300 REPORT - FAC3060 AGENCY PAGE 11 AGENCY NO. 802 | | | | | | | | | | | | | |
| NOMENCLATURE CODE: 07410008100 PRINTER-ACQ | | | | | | | | | | | | | |
| INVENTORY NUMBER | ITEM DESCRIPTION | ACQUISITION COST | ACQUISITION DATE | ACQ BASIS | USEFUL LIFE CODE | COND CODE | REPLACE BASIS | REPLACE INDEX | REPLACEMENT VALUE | | | | |
| 000005886 | EPSON LQ1050 24 PIN PRINTER | 879.00 | 18900821 | M | 007 | U | 0 | S | 001.00 | 879.00 | | | |
| 000005928 | HP LASER JET PRINTER W/CABLE | 788.00 | 18900814 | M | 007 | U | 0 | S | 001.00 | 788.00 | | | |
| 000005927 | HP LASER JET PRINTER W/CABLE | 788.00 | 18900814 | M | 007 | U | 0 | S | 001.00 | 788.00 | | | |
| 000005936 | M/P LASERJET PRINTER SERIES IIP SEE #CA0808 FOR UPGRADE | 788.00 | 18900730 | M | 007 | U | 0 | S | 001.00 | 788.00 | | | |
| 000005843 | NEC PB300 PRINTER | 888.00 | 18901002 | M | 007 | U | 0 | S | 001.00 | 888.00 | | | |
| 000005848 | APPLE LASERWRITE PRINTER W/LETTER TRAY -ENV CASS TONER CARTRIDGE | 3,198.00 | 18900817 | M | 007 | U | 0 | S | 001.00 | 3,198.00 | | | |
| 000005956 | NEC 8300T PRINTER | 488.00 | 18910108 | M | 007 | U | 0 | S | 001.00 | 488.00 | | | |
| 000005957 | NEC 8300T PRINTER | 488.00 | 18910108 | M | 007 | U | 0 | S | 001.00 | 488.00 | | | |
| 000005964 | EPSON LQ 1050 PRINTER | 863.00 | 18910230 | M | 007 | U | 0 | S | 001.00 | 863.00 | | | |
| 000005974 | EPSON LQ 1050 PRINTER | 863.00 | 18910321 | M | 007 | U | 0 | S | 001.00 | 863.00 | | | |
| 000005978 | HP SCANJET PLUS DESKTOP PRINTER W/ INTERFACE KIT AND SCANNING SOFTWARE RE: PC 10/ 5888 | 1,140.00 | 18910326 | M | 007 | U | 0 | S | 001.00 | 1,140.00 | | | |
| 000005988 | EPSON LQ 1050 PRINTER | 848.00 | 18910417 | M | 007 | U | 0 | S | 001.00 | 848.00 | | | |
| 000005990 | EPSON LQ 1050 PRINTER | 848.00 | 18910417 | M | 007 | U | 0 | S | 001.00 | 848.00 | | | |
| 000005991 | EPSON LQ 1050 PRINTER | 848.00 | 18910417 | M | 007 | U | 0 | S | 001.00 | 848.00 | | | |
| 000005992 | EPSON LQ 1050 PRINTER | 848.00 | 18910417 | M | 007 | U | 0 | S | 001.00 | 848.00 | | | |
| 000005993 | EPSON LQ 1050 PRINTER | 848.00 | 18910417 | M | 007 | U | 0 | S | 001.00 | 848.00 | | | |
| NOMENCLATURE CD-- ITEM COUNT: 194 TOTAL COST: 482,880.00 | | | | | | | | | | | | | |
| AGENCY ----- ITEM COUNT: 194 TOTAL COST: 482,880.00 | | | | | | | | | | | | | |

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| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
| Function No. 70300 - FAACS Online | TOPIC REPORTS |
| | DATE 9/1/93 |

REPORT NAME: AGENCY INVENTORY REPORT (FAC30010)

DESCRIPTION AND CONTENTS: A list of all agency controlled and capitalized assets. Specific details reported for each asset include inventory number/FAACS ID, item description, responsible position and description, acquisition cost, and location.

PURPOSE: To assist an agency in maintaining control over its fixed assets, especially in conducting periodic physical inventories. This report may also be utilized to assist in statistical sampling. (See CAPP Volume 1, Topic No. 30505, "Physical Inventory.")

ASSET CATEGORIES: Land
Buildings
Improvements Other Than Buildings
Equipment (Controlled and Capitalized)

FREQUENCY OF DISTRIBUTION: The Agency Inventory Report is distributed on demand, i.e., at the request of an agency.

ORDER OF DATA: Assets listed on the Agency Inventory Report are grouped according to organization division or section. Within organization code, assets are listed according to location within nomenclature code.

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| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
| Function No. 70300 - FAACS Online | TOPIC REPORTS |
| | DATE 9/1/93 |

Agency Inventory Report (FAC30010)

PROGRAM - FAC300
REPORT - FAC30010
AGENCY PAGE 50
AGENCY NO. 602

COMMONWEALTH OF VIRGINIA - DEPARTMENT OF MEDICAL ASSISTANCE SERVICE
FIXED ASSET ACCOUNTING AND CONTROL SYSTEM
... AGENCY INVENTORY REPORT ...

RUN DATE 9/27/91
RUN TIME 18:46:04
REPORT PAGE 50

ORGANIZATION:
NOMENCLATURE CODE: 04400002800

| INVENTORY NUMBER | ITEM DESCRIPTION | RESPONSIBLE POSITION | RESPONSIBLE DESCRIPTION | ACQUISITION COST | TRACT FIPS BUILDING WING FLR ROOM | LOCATION INFORMATION | |
|------------------|---|----------------------|-------------------------|------------------|-----------------------------------|----------------------|---------|
| 000CA0187 | MOTOROLA BRAVO NUMERIC PAGER SILENT ALERT A04JRC5881CA MODEL FREQ 454.500 VANDERHALL | 401R | DIR C/A | 246.00 | 700 | -L311 | 10 |
| 000CA0187 | MOTOROLA BRAVO NUMERIC PAGER SILENT ALERT A04JRC5881CA MODEL FREQ 454.500 K LEWIS | 202 | FISCAL DIRECTOR | 246.00 | 700 | -L311 | 10 0041 |
| 000CA0181 | MOTOROLA BRAVO NUMERIC PAGER SILENT ALERT A04JRC5881CA MODEL FREQ 454.500 J GARLAND | 202 | FISCAL DIRECTOR | 246.00 | 700 | -L311 | 10 1001 |
| 000CA0182 | MOTOROLA BRAVO NUMERIC PAGER SILENT ALERT A04JRC5881CA MODEL FREQ 454.500 B SYDNOR | 202 | FISCAL DIRECTOR | 246.00 | 700 | -L311 | 10 1040 |
| 000CA0178 | MOTOROLA BRAVO NUMERIC PAGER SILENT ALERT A04JRC5881CA MODEL FREQ 454.500 B COLE | 202 | FISCAL DIRECTOR | 246.00 | 700 | -L311 | 10 1041 |
| 000CA0188 | MOTOROLA BRAVO NUMERIC PAGER SILENT ALERT A04JRC5881CA MODEL FREQ 454.500 COCHRAN | 400R | DIR OCA | 246.00 | 700 | -L311 | 11 1131 |
| 000CA0183 | MOTOROLA BRAVO NUMERIC PAGER SILENT ALERT A04JRC5881CA MODEL FREQ 454.500 W BRANKLEY | 408 | DIR C/S | 246.00 | 700 | -L311 | 12 |
| 000CA0176 | MOTOROLA BRAVO NUMERIC PAGER SILENT ALERT A04JRC5881CA MODEL FREQ 454.500 D PITTMAN | 301 | DIR POLICY | 246.00 | 700 | -L311 | 13 |

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| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
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| | DATE 9/1/93 |

REPORT NAME: COMPONENT ASSET REPORT (FAC30015)

DESCRIPTION AND CONTENTS: A listing of all fixed assets that the agency has identified as components of other fixed assets. Details reported for each component include location, inventory number, description, responsible position, and nomenclature code; the report also specifies the inventory number, description, and location of the main fixed asset with which each component is associated.

PURPOSE: To assist property managers in tracking component items which may or may not be physically attached to the associated main fixed assets.

ASSET CATEGORIES: Buildings
Improvements Other Than Buildings
Equipment (Controlled and Capitalized)

FREQUENCY OF DISTRIBUTION: The Component Asset Report is produced and distributed on demand, i.e., at agency request.

ORDER OF DATA: Assets reported on the Component Asset Report may be listed according to component asset within main asset (Option 1), or conversely, according to main asset within component asset (Option 2).

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| | DATE 9/1/93 |

Component Asset Report (FAC30015)

PROGRAM - FAC300
 REPORT - FAC30015
 AGENCY PAGE 2
 AGENCY NO. 802

COMMONWEALTH OF VIRGINIA - DEPARTMENT OF MEDICAL ASSISTANCE SERVICE
 FINED ASSET ACCOUNTING AND CONTROL SYSTEM
 *** COMPONENT ASSET REPORT ***

RUN DATE 9/27/91
 RUN TIME 18:48:04
 REPORT PAGE 2

| ASSET - ASSET - TYPE ID NUMBER ITEM DESCRIPTION | ACQUISITION COST | POSITION NO. | RESPONSIBLE DESCRIPTION |
|---|---------------------|-----------------|----------------------------|
| MAIN 000005420 WANG PC280 SEE # 8431 FOR MONITOR J MOORE | 2,877.44 | 484 | DIR IMS |
| COMP 000005418 16 BIT EXPANDED MEMORY CARD 512K FOR PC # 8420 | 370.00 | 484 | DIR IMS |
| COMP 000005424 HARRYARD GRAPHICS B 1/4 MEDIA FOR IBM PC | 248.00 | 302 | FISCAL DIRECTOR |
| COMP 000005821 WANG LOCAL OFF CONNECTION J MOORE | 807.00 | 302 | FISCAL DIRECTOR |
| TOTAL COMPONENTS FOR MAIN - # OF ITEMS: 3 | | | |
| MAIN 000005423 WANG PC 280 | 2,877.44 | 484 | DIRECTOR IMS |
| COMP 000005417 WORD PERFECT SOFTWARE B.28 MEDIA FOR IBM | 236.00 | 488 | DIR C/S |
| COMP 000005418 LOTUS 123 SOFTWARE | 274.00 | 488 | DIR C/S |
| COMP 000005822 WANG LOCAL OFFICE CONN FOR PC 2 SER# 212282 | 807.00 | 488 | DIR C/S |
| TOTAL COMPONENTS FOR MAIN - # OF ITEMS: 3 | | | |
| MAIN 000005438 WANG PC 280 280K MEMORY INCL 512K EXP CARD & 512K SIMM MODULES APR 91-034 | 8,098.98 | 484 | DIR IMS |
| COMP 000005428 SOFTWARE DNA - FLOW CHART AND TIMELINE REF: SER# 802280 | 788.00 | 01 | AGENCY DIRECTOR |
| TOTAL COMPONENTS FOR MAIN - # OF ITEMS: 1 | | | |
| MAIN 000005448 PC 240 840KB 45LST BASE | 2,243.80 | 484 | DIR IMS |
| COMP 000005443 16 BIT EXPANDED MEMORY CARD 512K FOR PC#8448 | 270.00 | 214 | DIR CSAA |
| TOTAL COMPONENTS FOR MAIN - # OF ITEMS: 1 | | | |

| | |
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| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
| Function No. 70300 - FAACS Online | TOPIC REPORTS |
| | DATE 9/1/93 |

COMPONENT ASSET REPORT (FAC30015)

| COMMONWEALTH OF VIRGINIA - DEPARTMENT OF MEDICAL ASSISTANCE SERVICE FIXED ASSET ACCOUNTING AND CONTROL SYSTEM *** COMPONENT ASSET REPORT *** | | | | | | | | | | RUN DATE 9/27/91 |
|--|----------------------|---|----------------------|--------------|-------------|------------|-----------|---------------------|----------|----------------------------|
| PROGRAM - FAC300 REPORT - FAC30015 AGENCY PAGE 2 AGENCY NO. 802 | | | | | | | | | | RUN TIME 18:48:04 |
| ASSET - TYPE | ASSET - ID NUMBER | ITEM DESCRIPTION | NOMENCLATURE CODE | FIPS CODE | BLDG NO. | FLR NO. | RM NO. | ACQUISITION COST | POSITION | RESPONSIBLE DESCRIPTION |
| COMP | 000CA0198 | LOTUS 123 SOFTWARE | 07410013200 | 780 | -L311 | 12 | 1201 | 274.00 | 488 | DIR C/S |
| MAIN | 000005423 | WANG PC 280 | 07410004800 | 780 | -L311 | 08 | 828 | 2,877.44 | 484 | DIRECTOR IMS |
| COMP | 000CA0240 | HARVARD GRAPHICS B 1/4 | 07410013200 | 780 | -L311 | 10 | 1011 | 248.00 | 202 | FISCAL DIRECTOR |
| MAIN | 000005420 | WANG PC280 | 07410004800 | 780 | -L311 | 10 | 1018 | 2,877.44 | 484 | DIR IMS |
| SEE # 8421 FOR MONITOR J MOORE | | | | | | | | | | |
| COMP | 000CA0609 | 1MB MEMORY CARD FOR N/P LASERJET PRINTER RE: HP PRINTER #5938 ID #5938 | 07410013200 | 780 | -L311 | 13 | 1314 | 244.90 | 01 | AGENCY DIRECTOR |
| MAIN | 000005838 | N/P LASERJET PRINTER SERIES 11P SEE #CA0609 FOR UPGRADE | 07410008100 | 780 | -L311 | 13 | 1314 | 788.00 | 01 | AGENCY DIRECTOR |
| COMP | 000CA0743 | AMT STAR 2400 EXTERNAL MODAM | 07410012100 | 780 | -L311 | 08 | 807 | 88.00 | 484 | DIR IMS |
| MAIN | 000005848 | GRID 3861SX PC INCLUDES 1.2 MB DISKDRIVE AND 5MB MEMORY UPGRADE FROM OI-CONSULTANT'S | 07410011700 | 780 | -L311 | 08 | 807 | 2,708.88 | 484 | DIR IMS |
| COMP | 00000530A | 314 MB FIXED DISKS ADDS SEE # 530 FOR ORIG INFO | 07410003800 | 780 | -L311 | 08 | 822 | 21,188.00 | 484 | DIR IMS |
| MAIN | 00000530 | 2288V-CB LARGE DATA STORAGE CABINET SEE #530A FOR ADD ON DISKS OF 8/88 | 07410003800 | 780 | -L311 | 08 | 822 | 20,000.00 | 484 | DIRECTOR IMS |
| COMP | 000005490 | PERP ORACLE MS-DDS HD LICENSE # 188881 B MCDANN | 07410011800 | 780 | -L311 | 08 | 838 | 1,288.00 | 484 | DIR IMS |
| MAIN | 000005414 | WANG PC 280 | 07410011700 | 780 | -L311 | 08 | 838 | 8,847.00 | 484 | DIRECTOR IMS |
| COMP | 000005481 | SYSTEM MINOR VERSION 4.1 SOFTWARE FOR MAINFRAME FILEFIX MAIN FRAME 8 RELATED COMPONENTS 8 REMOTE PHONE PVS SOFTWARE | 07410013100 | 780 | -L311 | 08 | 822 | 8,800.00 | 484 | DIR IMS |
| MAIN | 000005813 | VS 10000 | 07410011700 | 780 | -L311 | 08 | 822 | 1,022,382.48 | 484 | DIR IMS |

| | |
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| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
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| | DATE 9/1/93 |

REPORT NAME: COMPONENT ASSET BY ORGANIZATION REPORT (FAC370)

DESCRIPTION AND CONTENTS: A listing of all fixed assets that the agency has identified as components of other fixed assets. Details reported for each component include location, inventory number, description, responsible position, and nomenclature code; the report also specifies the inventory number, description, and location of the main fixed asset with which each component is associated.

PURPOSE: To assist property managers in tracking component items which may or may not be physically attached to the associated main fixed assets.

ASSET CATEGORIES: Buildings
Improvements Other Than Buildings
Equipment (Controlled and Capitalized)

FREQUENCY OF DISTRIBUTION: The Component Asset Report is produced and distributed on demand, i.e., at agency request.

ORDER OF DATA: Assets reported on the Component Asset By Organization Report may be listed according to component asset within main asset (Option 1), or conversely, according to main asset within component asset (Option 2).

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Component Asset by Organization Report (FAC370)

| COMMONWEALTH OF VIRGINIA - GEORGE MASON UNIVERSITY FIXED ASSET ACCOUNTING AND CONTROL SYSTEM *** COMPONENT ASSET REPORT *** | | | | | | | | | | RUN DATE 12/18/92 RUN TIME 8:44:58 REPORT PAGE | |
|---|-----------|---|---|---|-----|------------------|-------|----------|--------|--|------------------|
| PROGRAM - FAC370 REPORT - FAC370 AGENCY PAGE 57 AGENCY NO. 247 | | ASSET - ASSET - ID NUMBER ITEM DESCRIPTION | | OPTION 02 BY ORGANIZATION - 00001400 NOMENCLATURE CODE NO. NO. NO. | | ACQUISITION COST | | POSITION | | RESPONSIBLE DESCRIPTION | |
| COMP | 000024686 | PRINTER | 063 | 07410005100 | 013 | 00039 | 254 | 213.95 | 146070 | | LAW SCHOOL-MANNE |
| MAIN | 000027097 | COMPUTER WORK STATION | 247024686000000247800781 | 07410000100 | 013 | 00039 | 204 | 941.95 | 146070 | | LAW SCHOOL-MANNE |
| COMP | 000024714 | PRINTER | 063 | 07410005100 | 013 | 00039 | 105CA | 213.95 | 146070 | | LAW SCHOOL-MANNE |
| MAIN | 000027094 | COMPUTER WORK STATION | 247024714000000247800791 | 07410000100 | 013 | 00039 | 275 | 941.95 | 146070 | | LAW SCHOOL-MANNE |
| COMP | 000029741 | PARALLEL PRINTER | 247027094000000247800791 | 07410005100 | 013 | 00039 | 205 | 468.00 | 888888 | | 146070 |
| MAIN | 000028480 | PERSONAL COMPUTER | NOT FOUND ON 91 INVENTORY 000000000000000000000011 000000000000000000000011 000000000000000000000011 000000000000000000000011 000000000000000000000011 000000000000000000000011 | 07410000100 | 013 | 00039 | 261 | 1,267.00 | 146070 | | LAW SCHOOL-MANNE |
| COMP | 000029742 | PARALLEL PRINTER | NOT FOUND ON 91 INVENTORY 000000000000000000000011 000000000000000000000011 000000000000000000000011 000000000000000000000011 000000000000000000000011 000000000000000000000011 | 07410005100 | 013 | 00039 | 206 | 468.00 | 888888 | | 146070 |
| MAIN | 000028469 | PERSONAL COMPUTER | NOT FOUND ON 91 INVENTORY 000000000000000000000011 000000000000000000000011 000000000000000000000011 000000000000000000000011 000000000000000000000011 000000000000000000000011 | 07410000100 | 013 | 00039 | 213 | 1,267.00 | 146070 | | LAW SCHOOL-MANNE |
| COMP | 000029743 | PARALLEL PRINTER | NOT FOUND ON 91 INVENTORY 000000000000000000000011 000000000000000000000011 000000000000000000000011 000000000000000000000011 000000000000000000000011 000000000000000000000011 | 07410005100 | 013 | 00039 | 105 | 468.00 | 146070 | | LAW SCHOOL-MANNE |
| MAIN | 000028470 | PERSONAL COMPUTER | NOT FOUND ON 91 INVENTORY 000000000000000000000011 000000000000000000000011 000000000000000000000011 000000000000000000000011 000000000000000000000011 000000000000000000000011 | 07410000100 | 013 | 00039 | 245 | 1,267.00 | 146070 | | LAW SCHOOL-MANNE |
| COMP | 000029744 | PARALLEL PRINTER | NOT FOUND ON 91 INVENTORY 000000000000000000000011 000000000000000000000011 000000000000000000000011 000000000000000000000011 000000000000000000000011 000000000000000000000011 | 07410005100 | 013 | 00039 | 276 | 468.00 | 888888 | | 146070 |
| MAIN | 000028478 | PERSONAL COMPUTER | NOT FOUND ON 91 INVENTORY 000000000000000000000011 000000000000000000000011 000000000000000000000011 000000000000000000000011 000000000000000000000011 000000000000000000000011 | 07410000100 | 013 | 00039 | 265 | 1,267.00 | 146070 | | LAW SCHOOL-MANNE |

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REPORT NAME: INVENTORY REPORT BY RESPONSIBLE POSITION (FAC316)

DESCRIPTION AND CONTENTS: A detailed listing of an agency's fixed assets grouped according to positions within the agency assigned responsibility for those assets. Specific details listed for each asset assigned to a given position number include location, identification number, condition code, availability code, model number, serial number, acquisition date and cost, and last inventory date.

PURPOSE: To assist an agency in maintaining control over its fixed assets and in conducting periodic physical inventories.

ASSET CATEGORIES: Land
Buildings
Improvements Other Than Buildings
Equipment (Controlled and Capitalized)

FREQUENCY OF DISTRIBUTION: The Inventory Report by Responsible Position is produced on demand, i.e., at the request of the agency.

ORDER OF DATA: Assets on the Inventory Report by Responsible Position are listed according to identification number within location within responsible position.

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Inventory Report by Responsible Position (FAC316)

| COMMONWEALTH OF VIRGINIA - DEPARTMENT OF MEDICAL ASSISTANCE SERVICE FIXED ASSET ACCOUNTING AND CONTROL SYSTEM INVENTORY REPORT BY RESPONSIBLE POSITION | | | | | | | | | | RUN DATE 6/27/91 RUN TIME 10:04:10 REPORT PAGE 426 |
|--|--|-----------|--------------|---------------|------------------|------------------|---------------------|----------|--------------|---|
| PROGRAM - FAC316 REPORT - FAC316 AGENCY PAGE 426 AGENCY NO 802 | | | | | | | | | | |
| RESPONSIBLE POSITION: 404 | | | | | | | | | | |
| RESPONSIBLE DESCRIPTION: DIR INS | | | | | | | | | | |
| FIPS: 700 | BUILDING ID: -L311 | FLOOR: 00 | WING: 907 | ROOM: 907 | | | | | | |
| ID NUMBER | DESCRIPTION | QUANTITY | COND CODE | AVAIL CODE | MODEL NUMBER | SERIAL NUMBER | ACQUISITION DATE | COST | ORGANIZATION | LAST INV DATE |
| 000005988 | KYOCERA LASER PRINTER | 1 | 0 | U | | AB88300308 | 1011980 | 3,200.00 | | 06141990 |
| 000005417 | WANG PRINTER | 1 | 0 | U | 0880 | 44874L | 03031988 | 786.00 | | 02081991 |
| 000005888 | WANG LOCAL OFFICE HARDWARE FOR IBM PC/AT APR 91-088 | 1 | 0 | U | | N/A | 01281991 | 826.00 | | 01281991 |
| 000005948 | GRID 38615K PC INCLUDES 1.2 MB DISK DRIVE AND 5MB MEMORY UPGRADE FROM 01-CONSULTANT'S | 1 | 0 | U | | L040884 | 10171990 | 2,705.95 | | 01021991 |
| 000005783 | WANG LOCAL OFFICE COMM | 1 | 0 | U | | | 03081990 | 595.00 | | 03081990 |
| 0000A0876 | MATH CO PROCESSOR CHIP | 1 | 0 | U | | | 12281990 | 243.00 | | 12281990 |
| 0000A0859 | NEC MULTISYNC COLOR VGA MONITOR PR 91-18 ADMIN TRADED | 1 | 0 | U | | 08ND47780 | 10171990 | 449.00 | | 01021991 |
| 0000A0743 | AMT STAR 2400 EXTERNAL MODAM ON PC # 8948 | 1 | 0 | U | | AMT081180 | 02281991 | 89.00 | | 02281991 |
| 0000A0720 | UPGRADE WORD TO WINDOWS S/H 5.50 P/U | 1 | 0 | U | | 088081190 | 12171990 | 186.80 | | 12171990 |
| 0000A0748 | UPDATE TO MICROSOFT EXCEL FOR WINDOWS 3.0 PRINT IN ADVANCE OF ORDER | 1 | 0 | U | | | 03011991 | 134.80 | | 03011991 |
| 0000A0884 | WINLOC 3.0 SOFTWARE FOR WINDOWS NEED LOCATION ID'S WHEN DISTRIBUTED FROM #907 | 10 | 0 | U | | N/A | 01221991 | 1,400.00 | | 01221991 |
| TOTAL FOR LOCATION: | | QUANTITY | 20 | | ACQUISITION COST | | \$10,272.85 | | | |

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REPORT NAME: ACCOUNTING AND CONTROL MASTER DISPLAY (FAC309)

DESCRIPTION AND CONTENTS: A display of fixed asset data on the FAACS accounting and control master file. Depending on agency specification, this report may reflect the entire contents of the master file, or only that data that has been entered since the last file update. The agency requesting this report must specify the asset category and whether the asset is capitalized or controlled on the Report Name Line of the FAACS Report Request Form.

PURPOSE: To show contents of the fixed assets master file for a specific fixed asset at any point in time, especially before and after file updates.

ASSET CATEGORIES: Land
Buildings
Improvements Other Than Buildings
Equipment

FREQUENCY OF DISTRIBUTION: The Accounting and Control Master Display report is generated on demand, i.e., at the request of the agency.

ORDER OF DATA: Data is ordered according to the actual master file record.

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REPORT NAME: ACCOUNTING AND CONTROL MASTER DISPLAY (FAC310)

DESCRIPTION AND CONTENTS: A "snapshot" of data existing on the fixed assets master file for a specified asset. The agency requesting this report must specify the identification number of the asset for which master file contents are desired.

PURPOSE: To show contents of the fixed assets master file for a specific fixed asset at any point in time, especially before and after file updates.

ASSET CATEGORIES: Land
Buildings
Improvements Other Than Buildings
Equipment

FREQUENCY OF DISTRIBUTION: The Accounting and Control Master Display report is generated on demand, i.e., at the request of the agency.

ORDER OF DATA: Data is ordered according to the actual master file record.

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REPORT NAME: ACCOUNTING AND CONTROL MASTER DISPLAY (FAC311)

DESCRIPTION AND CONTENTS: A display of fixed asset data on the FAACS accounting and control master file. Depending on agency specification, this report may reflect the entire contents of the master file, or only that data that has been entered since the last file update.

PURPOSE: To show contents of the fixed assets master file at any point in time, especially before and after file updates.

ASSET CATEGORIES: Land
Buildings
Improvements Other Than Buildings
Equipment

FREQUENCY OF DISTRIBUTION: The Accounting and Control Master Display report is generated on demand, i.e., at the request of the agency.

ORDER OF DATA: Data is ordered according to the actual master file record. Assets are listed according to identification number within asset category.

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REPORT NAME: SUMMARIZED MASTER DISPLAY (FAC319)

DESCRIPTION AND CONTENTS: A summarized display of fixed asset data on the FAACS accounting and control master file.

PURPOSE: Report to show contents of the accounting and control master file in a summarized format.

ASSET CATEGORIES: Land
Buildings
Improvements Other Than Buildings
Equipment (Controlled and Capitalized)

FREQUENCY OF DISTRIBUTION: The Summarized Master Display report is generated on demand, i.e., at the request of the agency.

ORDER OF DATA: Assets reported on the Summarized Master Display report are listed according to asset identification number and asset category.

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Summarized Master Display (FAC319)

| COMMONWEALTH OF VIRGINIA - DEPARTMENT OF MEDICAL ASSISTANCE SERVICE FIXED ASSET ACCOUNTING AND CONTROL SYSTEM *** SUMMARIZED MASTER DISPLAY *** | | | | | | | | | | RUN DATE 9/27/81 |
|---|--------------|-------------------------|---------------------|--------------|-----------------|--------------|------------|-------|--------------|----------------------------|
| PROGRAM - FAC319 REPORT - FAC319 AGENCY PAGE 92 AGENCY NO. 602 | | | | | | | | | | RUN TIME 10:18:07 |
| ID NO | ASSET CAT | DESCRIPTION LINE 1 | ACQUISITION DATE | DISP CODE | CONTROL IND. | FIPS CODE | BLDG ID | FLOOR | WING ROOM | FUNDING AMT |
| 000009082 | 4 | SANTO CALCULATOR | 03-23-1988 | | C | 780 | -L311 | 12 | 12 | 84.00 |
| 000009088 | 4 | SANTO CALCULATOR | 03-23-1988 | | C | 780 | -L311 | 12 | 12 | 84.00 |
| 000009070 | 4 | SANTO CALCULATOR | 03-23-1988 | | C | 780 | -L311 | 12 | 12 | 84.00 |
| 000009078 | 4 | MICROFILM CABINETS | 08-01-1984 | | C | 780 | -L311 | 08 | B4 | 1,200.00 |
| 000009083 | 4 | SANTO CALCULATOR | 03-23-1988 | | C | 780 | -L311 | 12 | 12 | 84.00 |
| 000009088 | 4 | SANTO CALCULATOR | 03-23-1988 | | C | 780 | -L311 | 12 | 12 | 84.00 |
| 000009093 | 4 | OLIVETTI CALCULATOR | 03-23-1988 | | C | 780 | -L311 | 12 | 12 | 288.00 |
| 000009084 | 4 | SHARP CALCULATOR NOT IN | 03-23-1988 | | C | 780 | -L311 | 12 | 12 | 288.00 |
| 000009098 | 4 | EYE CON MICROFISCHE | 03-23-1988 | | C | 780 | -L311 | 12 | 12 | 180.00 |
| 000008138 | 4 | ERECSON 7800 | 03-23-1988 | | C | 780 | -L311 | | N0 | 480.00 |
| 001CA0132 | 4 | STATISTICAL SOFTWARE | 08-10-1988 | | C | 780 | -L311 | 13 | 13 | 343.38 |
| AGENCY TOTALS: # OF ITEMS: 1,022 | | | | | | | | | | TOTAL COST: \$4,882,986.83 |

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REPORT NAME: SUMMARIZED MASTER DISPLAY (FAC307, Option AA3)

DESCRIPTION AND CONTENTS: A summarized display of fixed asset data on the FAACS accounting and control master file.

PURPOSE: Report to show contents of the accounting and control master file in a summarized format.

ASSET CATEGORIES: Land
Buildings
Improvements Other Than Buildings
Equipment (Controlled and Capitalized)

FREQUENCY OF DISTRIBUTION: The Summarized Master Display report is generated on demand, i.e., at the request of the agency.

ORDER OF DATA: Assets reported on the Summarized Master Display report are listed according to asset identification number and asset category. Report includes accumulated depreciation balances, as well as funding amount for each asset, along with totals for each category. (See FAC307, AA1, for totals only). **Note:** The FAC307 AA3 is preferable to the FAC319.)

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Summarized Master Display (FAC307, Option AA3)

| COMMONWEALTH OF VIRGINIA - DEPARTMENT OF AIR POLLUTION CONTROL FIXED ASSET ACCOUNTING AND CONTROL SYSTEM *** SUMMARIZED MASTER DISPLAY *** | | | | | | | | | | RUN DATE 4/14/93 RUN TIME 19:23:35 REPORT PAGE 32 | |
|--|-----------|-----------|---------------------------|------------------|-----------|--------------|-----------|-----------------|----------------|---|---------------|
| PROGRAM - FAC307 REPORT - FAC307 AA3 AGENCY PAGE 11 AGENCY NO. 422 | ID NO | ASSET CAT | DESCRIPTION LINE 1 | ACQUISITION DATE | DISP CODE | CONTROL IND. | FIPS CODE | BUILDING /FLOOR | FUNDING AMOUNT | ACCUMULATED DEPRECIATION | DISPOSAL DATE |
| | 004221688 | 4 | CLIMATRONICS WIND SENSOR | 05-30-1974 | K | C | 780 | 0L009/ | 132.08 | | 19910124 |
| | 004221687 | 4 | WIND RECORDER | 06-30-1981 | | | 780 | 0L009/ | 3,250.00 | 3,250.00 | |
| | 004221689 | 4 | CLIMATRONICS WIND SENSOR | 06-30-1981 | | | 780 | 0L009/ | 3,250.00 | 3,250.00 | |
| | 004221690 | 4 | CLIMATRONICS WIND SENSOR | 06-30-1981 | | | 780 | 0L009/ | 3,250.00 | 3,250.00 | |
| | 004221692 | 4 | RECORDER CLIMATRONICS | 08-25-1972 | | | 780 | 0L009/ | 2,822.50 | 2,822.50 | |
| | 004221693 | 4 | WIND RECORDER-CLIMATRONI | 08-30-1981 | | | 780 | 0L009/ | 3,250.00 | 3,250.00 | |
| | 004221701 | 4 | GENERAL METALS HI VOL | 01-20-1972 | A | C | 780 | 0L009/ | 3,530.00 | | 19900502 |
| | 004221708 | 4 | GENERAL METALS HI VOL | 01-20-1972 | A | C | 780 | 0L009/ | 284.17 | | 19910718 |
| | 004221711 | 4 | GENERAL METALS HI VOL | 07-21-1975 | A | C | 780 | 0L009/ | 87.82 | | 19900502 |
| | 004221714 | 4 | GENERAL METALS HI VOL | 01-20-1972 | A | C | 780 | 0L009/ | 441.25 | | 19900502 |
| | 004221716 | 4 | GENERAL METALS HI-VOL | 01-20-1972 | A | C | 780 | 0L009/ | 441.25 | | 19900502 |
| | 004221717 | 4 | GENERAL METALS HI VOL | 01-20-1972 | A | C | 780 | 0L009/ | 441.25 | | 19900502 |
| | 004221718 | 4 | GENERAL METALS HI VOL | 01-20-1972 | A | C | 780 | 0L009/ | 441.25 | | 19900502 |
| | 004221719 | 4 | GENERAL METALS HI VOL | 01-20-1972 | A | C | 780 | 0L009/ | 441.25 | | 19900502 |
| | 004221720 | 4 | GENERAL METALS HI-VOL | 01-20-1972 | A | C | 780 | 0L009/ | 441.25 | | 19900502 |
| | 004221721 | 4 | GENERAL METALS HI VOL | 01-20-1972 | A | C | 780 | 0L009/ | 441.25 | | 19900502 |
| | 004221722 | 4 | GENERAL METALS HI VOL | 01-20-1972 | A | C | 780 | 0L009/ | 441.25 | | 19900502 |
| | 004221724 | 4 | GENERAL METALS HI VOL | 01-20-1972 | A | | 780 | 0L009/ | 1,176.87 | | 19900502 |
| | 004221725 | 4 | GENERAL METALS HI VOL | 01-20-1972 | A | | 780 | 0L009/ | 1,176.86 | | 19900502 |
| | 004221726 | 4 | GENERAL METALS HI VOL 200 | 07-21-1975 | A | | 780 | 0L009/ | 1,055.00 | 1,055.00 | 19900502 |
| | 004221727 | 4 | GENERAL METALS HI VOL | 06-20-1974 | A | C | 780 | 0L009/ | 387.00 | | 19900502 |
| | 004221728 | 4 | GENERAL METALS HI VOL | 06-20-1974 | A | C | 780 | 0L009/ | 387.00 | | 19900502 |

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REPORT NAME: ASSETS BY LOCATION REPORT (FAC30080)

DESCRIPTION AND CONTENTS: A detailed listing of all fixed assets located within particular areas. Details provided for each fixed asset include location (FIPS code, and building, floor, wing, and room numbers), nomenclature code, item description, inventory number, acquisition and replacement costs, manufacturer's serial number, and condition code.

PURPOSE: To assist an agency in maintaining control over its fixed assets, especially in conducting periodic physical inventories.

ASSET CATEGORIES: Land
Buildings
Improvements Other Than Buildings
Equipment (Controlled and Capitalized)

FREQUENCY OF DISTRIBUTION: The Assets by Location Report is distributed on demand, i.e., at agency request.

ORDER OF DATA: Users have three options for the sequencing of data on this report. Under Option 1, all fixed assets for a given agency are grouped according to organization code; within organization code the assets are listed by location and then by nomenclature within location with the associated FAACS ID number for each item. Under Option 2, all assets are listed by location and then in numerical order by FAACS ID number within location with the associated nomenclature code for each item. Under Option 3, all assets are grouped according to organization code; within organization code the assets are listed by location and then in numerical order by FAACS ID number within the location with the associated nomenclature code to each item.

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Assets by Location Report (FAC30080)

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|---|---|---|------------------|------------------|-------------|------------------|---|---|--|--|--|
| COMMONWEALTH OF VIRGINIA - DEPARTMENT OF MEDICAL ASSISTANCE SERVICE FIXED ASSET ACCOUNTING AND CONTROL SYSTEM *** ASSETS BY LOCATION REPORT *** | | | | | | | | | | RUN DATE 8/27/93 RUN TIME 19:48:04 REPORT PAGE 190 | |
| OPTION 01 | | | | | | | | | | | |
| ORGANIZATION: | | | | | | | | | | | |
| FIPS CODE:780 | BLDG NR: -L311 | FLOOR NR: 13 | WING NR: | ROOM NR: 1280 | QUANTITY | CHG CD | | | | | |
| NOMENCLATURE CODE | ITEM DESCRIPTION | SERIAL NUMBER | INVENTORY NUMBER | ACQUISITION COST | USEFUL LIFE | REPLACEMENT COST | | | | | |
| 07410000100 | METRIX MODEN | 000000614 SERIAL NUMBER: ZH8412 | | 1,440.00 | 008 | 1,440.00 | 1 | 0 | | | |
| 07410000100 | METRIX MODEN | 000000619 SERIAL NUMBER: ZH8424 | | 1,440.00 | 008 | 1,440.00 | 1 | 0 | | | |
| 07410000100 | DUOSBS DALLSWHEEL PRINTER QUALITY | 000000189 SERIAL NUMBER: WEG907/WET772 | | 7,873.20 | 807 | 7,787.50 | 1 | 0 | | | |
| 07410011700 | GRID386P/C W/1.2MB DRIVE INCL ADDON 2/9 @ 965.00 FOR MEM UPGRADE V/ 2847 ORG BATCH #00008-81 | 000000837 SERIAL NUMBER: L002784 | | 2,870.88 | 008 | 2,288.98 | 1 | 0 | | | |
| 07410012100 | METRIX MODEN CONFERENCE TRAINING ROOM | 000000437 SERIAL NUMBER: ZH8433 | | 1,800.00 | 008 | 1,440.00 | 1 | 0 | | | |
| 07410012100 | METRIX MODEN CLOSET | 000000438 SERIAL NUMBER: ZH8437 | | 1,800.00 | 008 | 1,440.00 | 1 | 0 | | | |
| 07410012100 | METRIX MODEN | 000000609 SERIAL NUMBER: ZH8422 | | 1,800.00 | 008 | 1,440.00 | 1 | 0 | | | |
| 07410012100 | METRIX MODEN | 000000617 SERIAL NUMBER: ZH8430 | | 1,440.00 | 008 | 1,440.00 | 1 | 0 | | | |
| 07410012100 | METRIX MODEN | 000000787 SERIAL NUMBER: ZH8411 | | 1,800.00 | 008 | 1,800.00 | 1 | 0 | | | |
| FIPS CODE:780 | BLDG NR: -L311 | FLOOR NR: 13 | WING NR: | ROOM NR: 1281 | QUANTITY | CHG CD | | | | | |
| 04400010300 | WALNUT BOOKCASE W/SOLID B CORE | 000000688 SERIAL NUMBER: | | 818.22 | 020 | 818.22 | 1 | 0 | | | |
| 04400010400 | JASPER LATERAL FILE 21P2 WALNUT FINISH | 000000834 SERIAL NUMBER: | | 900.00 | 020 | 900.00 | 1 | 0 | | | |

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Assets by Location Report (FAC30080)

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|---|---|--|------------------|----------------|------------------|----------|----------|--------|--|
| PROGRAM - FAC300 REPORT - FAC3080 AGENCY PAGE 490 AGENCY NO. 802 | | | | | | | | | |
| COMMONWEALTH OF VIRGINIA - DEPARTMENT OF MEDICAL ASSISTANCE SERVICE FINED ASSET ACCOUNTING AND CONTROL SYSTEM *** ASSETS BY LOCATION REPORT *** | | | | | | | | | |
| OPTION 03 | | | | | | | | | |
| RUN DATE 9/27/91 RUN TIME 16:46:04 REPORT PAGE 490 | | | | | | | | | |
| ORGANIZATION: | | | | | | | | | |
| PIPS CODE:760 | BLDG NR: -L311 | FLOOR NR: 12 | WING NR: | ROOM NR: 1224 | | | | | |
| NOMENCLATURE CODE | ITEM DESCRIPTION | INVENTORY NUMBER | ACQUISITION COST | USEFUL LIFE | REPLACEMENT COST | QUANTITY | | CND CD | |
| 04400020800 | SANTO CALCULATOR NOT IN FAACS AT TIME OF INVENTORY COST EST 0 /00386 | 00000908 SERIAL NUMBER: 67300323 | 84.00 | 000 | 84.00 | 1 | 19890323 | 0 | |
| PIPS CODE:760 | BLDG NR: -L311 | FLOOR NR: 12 | WING NR: | ROOM NR: 1223 | | | | | |
| 04400020800 | OLIVETTI CALCULATOR NOT IN FAACS AT TIME OF INVENTORY COST BASED ON /0098 | 00000903 SERIAL NUMBER: 7109094 | 288.00 | 000 | 288.00 | 1 | 19890323 | 0 | |
| PIPS CODE:760 | BLDG NR: -L311 | FLOOR NR: 12 | WING NR: | ROOM NR: 1220 | | | | | |
| 04400020800 | SHARP CALCULATOR NOT IN FAACS AT TIME OF INVENTOR ADDED COST BASED ON /0058 | 00000904 SERIAL NUMBER: 78271887 | 288.00 | 000 | 288.00 | 1 | 19890323 | 0 | |
| PIPS CODE:760 | BLDG NR: -L311 | FLOOR NR: 12 | WING NR: | ROOM NR: 1223 | | | | | |
| 08400040200 | EYE CON MICROFICHE READER NOT IN FAACS AT TIME OF INVENTORY COST BASED ON / 354 | 00000909 SERIAL NUMBER: | 190.00 | 010 | 190.00 | 1 | 19890323 | 0 | |
| PIPS CODE:760 | BLDG NR: -L311 | FLOOR NR: | WING NR: | ROOM NR: NORPO | | | | | |
| 04400023900 | ERECSSON 7800 TYPEWRITER NONFOLK OFFICE SUPPLY ROOM | 00000130 SERIAL NUMBER: 9219398 | 490.00 | 000 | 490.00 | 1 | 19890323 | 0 | |
| 07410012200 | STATISTICAL SOFTWARE BASE-GRAPHICS-POWER PACK TIME-NAVIGATOR ALSON SEE /00000132 | 001CA0132 SERIAL NUMBER: SPLIT 10/90 CA0132 | 342.36 | 000 | 342.36 | 1 | 19890318 | 0 | |
| BUILDING TOTAL: / OF ITEMS: 1,332 PIPS TOTAL: / OF ITEMS: 2,878 ORGANIZATION TOTAL: / OF ITEMS: 2,878 | | | | | | | | | |

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| | DATE 9/1/93 |

REPORT NAME: MASTER INVENTORY FOR ADP EQUIPMENT BY ORGANIZATION AND NOMENCLATURE (FAC308)

DESCRIPTION AND CONTENTS: A detailed listing by agency of all data contained on the master file for each asset listed. Details provide agency number, organization number, nomenclature code, FAACS ID number, location, item description, cost, responsible person, condition code, acquisition method, availability code, plus all other master file detail for all ADP equipment records.

PURPOSE: Report to show contents of the accounting and control master file in a detailed format for all ADP equipment records.

ASSET CATEGORIES ADP Equipment (Controlled and Capitalized)

FREQUENCY OF DISTRIBUTION: The master inventory by organization and nomenclature report is generated on demand, i.e. at the request of the agency.

ORDER OF DATA: Assets listed in this report are grouped according to organization code and then by nomenclature code within organization. All detail information is then listed within nomenclature code for each asset in ascending numerical sequence by FAACS ID number. Assets with nomenclature codes beginning with 07 (Federal Cost Category for ADP equipment) are presented.

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| Function No. 70300 - FAACS Online | TOPIC REPORTS |
| | DATE 9/1/93 |

Master Inventory for ADP Equipment by Organization and Nomenclature (FAC308)

COMMONWEALTH OF VIRGINIA - DEPARTMENT OF ACCOUNTS
 FINED ASSET ACCOUNTING AND CONTROL SYSTEM
 MASTER INVENTORY BY ORGANIZATION AND NOMENCLATURE
 RUN DATE 08/27/93
 RUN TIME 18:56:10
 REPORT PAGE 272

| | | | |
|---|---|---|---|
| PROGRAM - FAC308 REPORT - FAC308 AGENCY PAGE 273 | AGENCY NO: 802 ORGANIZATION CODE: 07410013200 AGENCY TITLE: DEPARTMENT OF MEDICAL ASSISTANCE SERVICE ITEM DESCRIPTION: WORDPERFECT SOFTWARE MANUFACTURER: SERIAL NR: APR APPROVAL NR: LEASE START DATE: ACCEPT DATE: MAINT CONTRACT NO: MAINT END DATE: | Nomenclature Code: 07410013200 FIPS Code: 760 BLDG NR: -L311 FLOOR: 11 ROOM NR: 1121 WING: RESP POS: 496R ID NR: 000CA0738 RESP DESC: DIR QCA COMPONENT: PUR VALUE: ACQ METHOD: P AVAIL CODE: U OWN STATUS: A 314.00 ASSET CTG: 4 COND COND: 0 | |
| AGENCY NO: 802 ORGANIZATION CODE: 07410013200 AGENCY TITLE: DEPARTMENT OF MEDICAL ASSISTANCE SERVICE ITEM DESCRIPTION: BACK IT SOFTWARE MANUFACTURER: SERIAL NR: APR APPROVAL NR: LEASE START DATE: ACCEPT DATE: MAINT CONTRACT NO: MAINT END DATE: | Nomenclature Code: 07410013200 FIPS Code: 760 BLDG NR: -L311 FLOOR: 11 ROOM NR: 1121 WING: RESP POS: 496R ID NR: 000CA0738 RESP DESC: DIR QCA COMPONENT: PUR VALUE: ACQ METHOD: P AVAIL CODE: U OWN STATUS: A 72.00 ASSET CTG: 4 COND COND: 0 | AGENCY NO: 802 ORGANIZATION CODE: 07410013200 AGENCY TITLE: DEPARTMENT OF MEDICAL ASSISTANCE SERVICE ITEM DESCRIPTION: WANG IND STD SOFTWARE MANUFACTURER: SERIAL NR: APR APPROVAL NR: LEASE START DATE: ACCEPT DATE: MAINT CONTRACT NO: MAINT END DATE: | Nomenclature Code: 07410013200 FIPS Code: 760 BLDG NR: -L311 FLOOR: 11 ROOM NR: 1121 WING: RESP POS: 496R ID NR: 000CA0738 RESP DESC: DIR QCA COMPONENT: PUR VALUE: ACQ METHOD: P AVAIL CODE: U OWN STATUS: A 174.00 ASSET CTG: 4 COND COND: 0 |
| AGENCY NO: 802 ORGANIZATION CODE: 07410013200 AGENCY TITLE: DEPARTMENT OF MEDICAL ASSISTANCE SERVICE ITEM DESCRIPTION: TIMELINE SOFTWARE 4.0 MANUFACTURER: SERIAL NR: APR APPROVAL NR: LEASE START DATE: ACCEPT DATE: MAINT CONTRACT NO: MAINT END DATE: | Nomenclature Code: 07410013200 FIPS Code: 760 BLDG NR: -L311 FLOOR: 11 ROOM NR: 1121 WING: RESP POS: 496R ID NR: 000CA0737 RESP DESC: DIR QCA COMPONENT: PUR VALUE: ACQ METHOD: P AVAIL CODE: U OWN STATUS: A 424.00 ASSET CTG: 4 COND COND: 0 | AGENCY NO: 802 ORGANIZATION CODE: 07410013200 AGENCY TITLE: DEPARTMENT OF MEDICAL ASSISTANCE SERVICE ITEM DESCRIPTION: LOTUS 1-2-3 SOFTWARE MANUFACTURER: SERIAL NR: APR APPROVAL NR: LEASE START DATE: ACCEPT DATE: MAINT CONTRACT NO: MAINT END DATE: | Nomenclature Code: 07410013200 FIPS Code: 760 BLDG NR: -L311 FLOOR: 11 ROOM NR: 1121 WING: RESP POS: 496R ID NR: 000CA0738 RESP DESC: DIR QCA COMPONENT: PUR VALUE: ACQ METHOD: P AVAIL CODE: U OWN STATUS: A 304.00 ASSET CTG: 4 COND COND: 0 |

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| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
| Function No. 70300 - FAACS Online | TOPIC REPORTS |
| | DATE 9/1/93 |

REPORT NAME: ASSET INVENTORY REPORT (FAC332)

DESCRIPTION AND CONTENTS: A detailed listing of all fixed assets by asset category, building number, FIPS code, and organization.

PURPOSE: To assist an agency in maintaining control of its fixed assets, especially in conducting periodic physical inventories.

ASSET CATEGORIES
Land
Buildings
Improvements Other Than Buildings
Equipment (Controlled and Capitalized)

FREQUENCY OF DISTRIBUTION: The Asset Inventory Report is generated on demand, i.e., at the request of the agency.

ORDER OF DATA: Assets are grouped by asset category; within asset category, items are shown by building number and within building number by organization. Assets are listed in ascending numerical order by FAACS ID number.

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| Function No. 70300 - FAACS Online | TOPIC REPORTS |
| | DATE 9/1/93 |

Asset Inventory Report (FAC332)

| COMMONWEALTH OF VIRGINIA - DEPARTMENT OF MEDICAL ASSISTANCE SERVICE FIXED ASSET ACCOUNTING AND CONTROL SYSTEM *** ASSET INVENTORY REPORT *** | | | | | | | | | | RUN DATE 8/27/91 RUN TIME 18:44:08 REPORT PAGE 3 | |
|--|---|---------------------|----------|-----------------------|---------------|-----------------|---------------------|---------------------|------------|--|-----|
| PROGRAM - FAC332 REPORT - FAC332 AGENCY PAGE 2 AGENCY NO. - 802 | ASSET CATEGORY: 4 BUILDING NUMBER: 780 PIPS CODE: | ITEM DESCRIPTION | QUANTITY | NOMENCLATURE CODE | SERIAL NUMBER | MODEL NUMBER | ACQUISITION COST | REPLACEMENT COST | AVAIL CODE | COND TAG CODE | INS |
| 00CA0113 | ASK SAM SOFTWARE VS B.O RMS 811-912 A 913 ON PC IDS / 5402-8404 A 5408 SEE 00CA0113 | | 3 | 07410013200 | | | 477.00 | 477.00 | U | 0 | N |
| 00CA0231A | LOTUS 1-2-3 SOFTWARE ALSO SEE #00CA0331 FOR OTHER 2 COPIES FROM PO | | 1 | 07410013200 328382 | | | 289.48 | 289.48 | U | 0 | N |
| 00CA0333A | BACK IT SOFTWARE ALSO SEE #00CA0333 FOR OTHER 2 COPIES ON SAME PO/ POLICY DIV | | 1 | 07410013200 | | | 81.20 | 81.20 | U | 0 | N |
| 00CA0337A | WANG SYSTEM SERVICES SOFTWARE FOR INFO ON OTHER 2 COPIES - ALSO SEE # 00CA0337 -POLICY | | 1 | 07410013200 | | | 82.80 | 82.80 | U | 0 | N |
| 00CA0338A | WANG IND STD SOFTWARE PO FOR UNIT OF 3 SEC #00CA0338 FOR OTHER 2 COPIES- POLICY DIV | | 1 | 07410013200 | | | 178.00 | 178.00 | U | 0 | N |
| 00CA0342A | WANG LOCAL OFF SOFTWARE ALSO SEE #00CA0342 FOR OTHER 2 COPIES FOR PO | | 1 | 07410013200 | | | 140.00 | 140.00 | U | 0 | N |
| 00CA0346A | TIMELINE SOFTWARE ALSO SEE CAO346 FOR OTHER 2 COPIES FROM PO | | 1 | 07410013200 | | | 428.00 | 428.00 | U | 0 | N |
| 00CA04010 | SANYO CALCULATOR NOT IN FAACS AT TIME OF INVENTORY COST EST #0386 | | 1 | 04400070900 67303828 | | | 84.00 | 84.00 | U | 0 | Y |
| 00CA04011 | ADLER CALCULATOR NOT IN FAACS AT TIME OF INVENTORY COST BASED ON #4167 | | 1 | 04400070900 41298178 | | | 124.98 | 124.98 | U | 0 | Y |
| 00CA04012 | BROTHER TYPEWRITER INVENTORY ESTIMATED COST #4184 | | 1 | 04400073900 781404483 | | | 480.00 | 480.00 | U | 0 | Y |

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| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
| Function No. 70300 - FAACS Online | TOPIC REPORTS |
| | DATE 9/1/93 |

500 Maintenance Reporting

Agency property managers may wish to review information on fixed assets that are covered by maintenance contracts, or on assets that have undergone repair (whether covered by a maintenance contract or not), in order to make decisions regarding future maintenance contracting. To facilitate this process, and to assist the agency property manager in repair versus replace decisions, the fixed asset system provides agencies with the Maintenance Contracts Report (FAC30050).

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| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
| Function No. 70300 - FAACS Online | TOPIC REPORTS |
| | DATE 9/1/93 |

REPORT NAME: MAINTENANCE CONTRACTS REPORT (FAC30050)

DESCRIPTION AND CONTENTS: A cumulative listing of an agency's fixed assets (owned or leased) that are covered by maintenance contracts, or those assets that have undergone repair, even though not covered by maintenance contracts. Details provided for each asset listed include nomenclature code; inventory number; item description; location; responsible position; maintenance contract number; contract inception, expiration, and renewal dates; vendor identification; and cumulative maintenance cost.

PURPOSE: To provide information that will facilitate repair versus replace decisions, as well as decisions regarding future maintenance contracting.

ASSET CATEGORIES: Buildings
Equipment (Controlled and Capitalized)

FREQUENCY OF DISTRIBUTION: The Maintenance Contracts Report is generated on demand, i.e., at the request of the agency.

ORDER OF DATA: Assets listed on this report are grouped according to organization, e.g., department. Within organization, the assets are then listed according to nomenclature code within contract renewal date.

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| Function No. 70300 - FAACS Online | TOPIC REPORTS |
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Maintenance Contracts Report (FAC30050)

PROGRAM - FAC300
 REPORT - FAC30050
 AGENCY PAGE 3
 AGENCY NO. 131

COMMONWEALTH OF VIRGINIA - DEPARTMENT OF VETERANS' AFFAIRS
 FIXED ASSET ACCOUNTING AND CONTROL SYSTEM
 *** MAINTENANCE CONTRACTS REPORT ***

RUN DATE 7/22/93
 RUN TIME 19:08:19
 REPORT PAGE 3

ORGANIZATION: 100

| NONENCLATURE CODE | INVENTORY NUMBER | ITEM DESCRIPTION | *** RESPONSIBILITY *** | CONTRACT NUMBER | **** INCEPTION | CONTRACT DATES EXPIRATION | **** RENEWAL |
|----------------------|---------------------|---------------------|--|--------------------|--|----------------------------------|----------------------------------|
| 01100000100 | 131000001 | SHENADOH AVE | POSITION: 00001 DESCRIPTION: DIRECTOR LOC INFO--FIPS: 770 | BLDG: 770 | 00000000 VENDOR-ID: FLR: WING: RM: | 00000000 00000000 00000000 | 00000000 00000000 00000000 |
| 01100000100 | 131001455 | SHENANDOAH AVE | POSITION: 0001 DESCRIPTION: DIRECTOR LOC INFO--FIPS: 770 | BLDG: 770 | 00000000 VENDOR-ID: FLR: WING: RM: | 00000000 00000000 00000000 | 00000000 00000000 00000000 |
| 04400010300 | 131000138 | CREDENZA | POSITION: 0001 DESCRIPTION: DIRECTOR LOC INFO--FIPS: 770 | BLDG: 00001 | 00000000 VENDOR-ID: FLR: WING: RM: | 00000000 00000000 00000000 | 00000000 00000000 00000000 |
| 04400010800 | 131000135 | DESK | POSITION: 0001 DESCRIPTION: DIRECTOR LOC INFO--FIPS: 770 | BLDG: 00001 | 00000000 VENDOR-ID: FLR: WING: RM: | 00000000 00000000 00000000 | 00000000 00000000 00000000 |
| 04400023900 | 144000113 | WORD PROCESSOR | POSITION: 00055 DESCRIPTION: EX SEC SENIOR LOC INFO--FIPS: 770 | BLDG: 00001 | 00000000 VENDOR-ID: FLR: WING: RM: | 00000000 00000000 00000000 | 00000000 00000000 00000000 |
| 07410011900 | 131000157 | CPU | POSITION: 00018 DESCRIPTION: VET CLAIMS REPRESENTAT LOC INFO--FIPS: 770 | BLDG: 00001 | 00000000 VENDOR-ID: FLR: WING: RM: | 00000000 00000000 00000000 | 00000000 00000000 00000000 |
| 07410011900 | 131000172 | MICROCOMPUTER | POSITION: 0085 DESCRIPTION: SECRETARY LOC INFO--FIPS: 770 | BLDG: 00001 | 00000000 VENDOR-ID: FLR: WING: RM: | 00000000 00000000 00000000 | 00000000 00000000 00000000 |

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| | DATE 9/1/93 |

600 Grant Management Reporting

To provide an agency with information regarding fixed assets purchased with grant or contract funds, the fixed assets system provides users with the Asset by Grant/Contract Number Report (FAC30030). Details provided on this report are intended to facilitate the preparation of reports that may be required by grantors at the termination of a grant or contract.

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| Function No. 70300 - FAACS Online | TOPIC REPORTS |
| | DATE 9/1/93 |

REPORT NAME: ASSET BY GRANT/CONTRACT NUMBER REPORT (FAC30030)

DESCRIPTION AND CONTENTS: A detailed listing of all fixed assets purchased in part or in whole with grant or contract funds. Details included for each asset listed include item description, inventory number, funding source(s) and amount(s), location and responsible position.

PURPOSE: To provide an agency with information regarding fixed assets purchased with grant or contract funds. Such information should facilitate preparation of reports that may be required by grantors at the termination of a grant or contract.

ASSET CATEGORIES: Buildings
Improvements Other Than Buildings
Equipment (Controlled and Capitalized)

FREQUENCY OF DISTRIBUTION: The Asset by Grant/Contract Number Report is distributed on demand, i.e., at the request of an agency.

ORDER OF DATA: Assets included on the Asset by Grant/Contract Number Report are listed according to inventory number within grant/contract number.

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| | DATE 9/1/93 |

Asset by Grant/Contract Number Report (FAC30030)

| COMMONWEALTH OF VIRGINIA - SOUTHWESTERN VIRGINIA TRAINING CENTER FIXED ASSET ACCOUNTING AND CONTROL SYSTEM *** ASSET BY GRANT/CONTRACT NUMBER REPORT *** | | | | RUN DATE 9/27/91 RUN TIME 19:48:04 REPORT PAGE 1 | | | |
|--|------------------|---------------------------------------|---------------------|--|------|------------|---------------------|
| PROGRAM - FAC300 REPORT - FAC30030 AGENCY PAGE 1 AGENCY NO. 738 | GRANT NR: 89-313 | NOMENCLATURE ITEM DESCRIPTION CODE | INVENTORY NUMBER | AMOUNT | FUND | SAC | ORG |
| | | | | AMOUNT | CD | CD | CD |
| | | | | AMOUNT | CD | CD | CD |
| 08400025300 VIDEO CASSETTE RECORDER SONY VP2000 RECORDS BLACK AND WHITE OR NTSC COLOR | 0000000802 | 20 000 | 1,890.45 | 00 000 | .00 | A | U 0 034 |
| | | 00 000 | .00 | 00 000 | .00 | BLDG:00001 | FLR: |
| | | 00 000 | .00 | 00 000 | .00 | WING: | MM: 00318 FIPS: 038 |
| 08400028200 COLOR MONITOR/RECEIVER SONY MODEL CVM-1750 | 0000000807 | 20 000 | 700.00 | 00 000 | .00 | A | U 0 034 |
| | | 00 000 | .00 | 00 000 | .00 | BLDG:00001 | FLR: |
| | | 00 000 | .00 | 00 000 | .00 | WING: | MM: 00318 FIPS: 038 |
| 08400028300 SONY VIDEO CASSETTE RECORDER | 0000000809 | 20 000 | 1,480.00 | 00 000 | .00 | A | U 0 034 |
| | | 00 000 | .00 | 00 000 | .00 | BLDG:00001 | FLR: |
| | | 00 000 | .00 | 00 000 | .00 | WING: | MM: 00278 FIPS: 038 |
| 08400028200 SONY COLOR MONITOR RECEIVER CVM-1750 MODEL JVC7800M | 000001488 | 20 000 | 700.00 | 00 000 | .00 | A | U 0 034 |
| | | 00 000 | .00 | 00 000 | .00 | BLDG:00010 | FLR: |
| | | 00 000 | .00 | 00 000 | .00 | WING: | MM: 00144 FIPS: 038 |
| 08400028000 SONY VIDEO CASSETTE PLAYER - PLAYS BLACK & WHITE OR COLOR | 000001488 | 20 000 | 1,380.45 | 00 000 | .00 | A | U 0 034 |
| | | 00 000 | .00 | 00 000 | .00 | BLDG:00010 | FLR: |
| | | 00 000 | .00 | 00 000 | .00 | WING: | MM: 00144 FIPS: 038 |
| 08400023000 SONY VIDEO CAMERA MODEL #AVC-3280 18 MMFL.8 LENS HARDWARE | 000001486 | 20 000 | 818.00 | 00 000 | .00 | A | U 0 034 |
| | | 00 000 | .00 | 00 000 | .00 | BLDG:00010 | FLR: |
| | | 00 000 | .00 | 00 000 | .00 | WING: | MM: 00278 FIPS: 038 |
| 08400020700 VIDEO CAMERA | 000001487 | 20 000 | 819.00 | 00 000 | .00 | A | U 0 034 |
| | | 00 000 | .00 | 00 000 | .00 | BLDG:00001 | FLR: |
| | | 00 000 | .00 | 00 000 | .00 | WING: | MM: 00278 FIPS: 038 |
| 08400028300 VIDEO CASSETTE RECORDER SONY VP2810-RECORDS BLACK & WHITE OR COLOR AUDIO & VIDEO OUTPUT | 000001786 | 20 000 | 1,890.45 | 00 000 | .00 | A | U 0 034 |
| | | 00 000 | .00 | 00 000 | .00 | BLDG:00008 | FLR: |
| | | 00 000 | .00 | 00 000 | .00 | WING: | MM: 00143 FIPS: 038 |
| 08400002000 VAM, 1982 CHEVROLET, PAID OUT OF 89-313 GRANT POLAR WHITE WITH TURTLE TOP | 000002051 | 20 000 | 28,248.00 | 00 000 | .00 | A | U 0 018 |
| | | 00 000 | .00 | 00 000 | .00 | BLDG:00010 | FLR: |
| | | 00 000 | .00 | 00 000 | .00 | WING: | MM: FIPS: 038 |
| GRANT ITEM COUNT: 9 | | | | | | | |
| AGENCY ITEM COUNT: 9 | | | | | | | |

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| | DATE 9/1/93 |

700 Financial Accounting and Reporting

Reports produced within this category have been designed to meet the State's financial accounting and reporting needs as expressed in Statement No. 1 of the National Council of Governmental Accountants. These reports will be used to present fixed asset account group information on the State's combined balance sheet as well as to indicate when State assets have been fully depreciated. An additional function of this report group is to provide the detail and summary information regarding depreciation expense/use allowance that an agency utilizes in developing its indirect cost proposal. Reports produced within this group are as follows:

- Schedule of General Fixed Assets by Funding Sources (FAC733)
- Schedule of General Fixed Assets by Function and Subfunction (FAC731 and FAC741)
- Monthly Schedule of Changes in General Fixed Asset by Function/Subfunction (FAC732 and FAC742)
- Annual Schedule of Changes in General Fixed Assets by Function/ Subfunction (FAC734 and FAC744)
- Straight Line Calculation Audit Report (FAC32010 and FAC32020)
- Fully Depreciated Asset Report (FAC32050)
- Purged Asset Report (FAC32060)

NOTE: See also Subsection 800, "System Control Reports," FAC730, Financial Reporting File Balances. This may also be considered an important report for financial accounting and reporting purposes.

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| | DATE 9/1/93 |

REPORT NAME: SCHEDULE OF GENERAL FIXED ASSETS BY SOURCES (FAC 733)

DESCRIPTION AND CONTENTS: General Fixed Assets: Funding sources for land, buildings and improvements, improvements other than buildings, equipment, construction in progress, and total general fixed assets. Investment in General Fixed Assets From: General obligation bonds, federal grants, non-federal grants, general fund revenues, special fund revenues, gifts, local funds, and total investment in general fixed assets.

PURPOSE: Provide the data required for the preparation of the supplemental schedules recommended for the CAFR.

ASSET CATEGORIES: Land
Buildings
Improvements
Equipment
Construction in Progress

ORDER OF DATA: Agency

| | |
|--|---------------------------|
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| | DATE 9/1/93 |

Schedule of General Fixed Assets by Sources (FAC 733)

RUN DATE 07/20/81
 RUN TIME 18:56:11
 REPORT PAGE 124

COMMONWEALTH OF VIRGINIA DEPARTMENT OF ACCOUNTS
 FIXED ASSET ACCOUNTING AND CONTROL SYSTEM
 *** SCHEDULE OF GENERAL FIXED ASSETS BY SOURCES ***
 AS OF 06/30/89

PROGRAM - FAC733
 REPORT - FAC733
 AGENCY PAGE 1

002 DEPT OF MEDICAL ASSISTANCE SERVICES

| | |
|----------------------------------|--------------|
| ----- GENERAL FIXED ASSETS ----- | |
| EQUIPMENT | 1,070,948.91 |
| TOTAL GENERAL FIXED ASSETS | 1,070,948.91 |

----- INVESTMENT IN -----

| | |
|---------------------------|--------------|
| GENERAL FIXED ASSETS FROM | |
| FEDERAL GRANT | 987,402.33 |
| GENERAL FUND REVENUES | 991,086.18 |
| TOTAL INVESTMENT IN | 1,978,488.51 |
| GENERAL FIXED ASSETS | |

| | |
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| Function No. 70300 - FAACS Online | TOPIC REPORTS |
| | DATE 9/1/93 |

REPORT NAME: SCHEDULE OF GENERAL FIXED ASSETS BY FUNCTION AND SUBFUNCTION (FAC 731 AND FAC 741)

DESCRIPTION AND CONTENTS: Agency, function code, subfunction code, land, buildings, improvements other than buildings, equipment, subfunction total, function total, total general fixed assets allocated to function, construction in progress, and total general fixed assets.

PURPOSE: Provide the data required for the preparation of the supplemental schedules recommended for the CAFR.

ASSET CATEGORIES: Land
Buildings
Improvements
Equipment
Construction in Progress

ORDER OF DATA: Agency
Function
Subfunction

| | |
|--|------------------------|
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| | DATE 9/1/93 |

Schedule of General Fixed Assets by Function and Subfunction (FAC 731 and FAC 741)

PROGRAM - FAC731
 REPORT - FAC731
 AGENCY PAGE 1

COMMONWEALTH OF VIRGINIA - DEPARTMENT OF ACCOUNTS
 FIXED ASSET ACCOUNTING AND CONTROL SYSTEM
 *** SCHEDULE OF GENERAL FIXED ASSETS BY FUNCTION AND SUBFUNCTION ***

RUN DATE 7/20/89
 RUN TIME 14:10:12
 REPORT PAGE 127

002 DEPT OF MEDICAL ASSISTANCE SERVICES
 AS OF 06/30/89

FUNCTION04 INDIVIDUAL AND FAMILY SERVICES

| CD DESCRIPTION | TOTAL | LAND | BUILDINGS | IMPROVEMENTS OTHER THAN BUILDINGS | EQUIPMENT |
|--|--------------|------|-----------|---|--------------|
| 03 STANDARDS OF LIVING | 1,978,548.51 | .00 | .00 | .00 | 1,978,548.51 |
| TOTAL FUNCTION 04 | 1,978,548.51 | .00 | .00 | .00 | 1,978,548.51 |
| TOTAL GENERAL FIXED ASSETS ALLOCATED TO FUNCTIONS | 1,978,548.51 | .00 | .00 | .00 | 1,978,548.51 |
| CONSTRUCTION IN PROGRESS | .00 | | | | |
| TOTAL GENERAL FIXED ASSETS | 1,978,548.51 | | | | |

Schedule of General Fixed Assets by Function and Subfunction (FAC 731 and FAC 741)

Office of the Comptroller 63 Commonwealth of Virginia

| | |
|--|----------------------------------|
| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
| Function No. 70300 - FAACS Online | TOPIC REPORTS |
| | DATE 9/1/93 |

REPORT NAME: MONTHLY SCHEDULE OF CHANGES IN FIXED ASSETS BY
FUNCTION/SUBFUNCTION (FAC 732 AND FAC 742)

DESCRIPTION AND CONTENTS: Agency, function code, subfunction code, dollar values for general
fixed assets on July 1st each year, additions, deductions, general
fixed assets on June 30th each year, function total, construction in
progress, and total general fixed assets.

PURPOSE: Currently utilized by DOA for analysis purposes.

ASSET CATEGORIES: Land
Buildings
Improvements
Equipment
Construction in Progress

ORDER OF DATA: Agency
Function
Subfunction

| | |
|--|---------------------------|
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| | DATE 9/1/93 |

Monthly Schedule of Changes in Fixed Assets by Functions/Subfunction (FAC 732 and FAC 742)

| | | | | |
|--|----------------|---|------------|---|
| PROGRAM - FAC732 REPORT - FAC732 AGENCY PAGE 1 | | COMMONWEALTH OF VIRGINIA - DEPARTMENT OF ACCOUNTS FIXED ASSET ACCOUNTING AND CONTROL SYSTEM SCHEDULE OF CHANGES IN GENERAL FIXED ASSETS BY FUNCTION/SUBFUNCTION | | RUN DATE 07/21/89 RUN TIME 10:38:11 REPORT PAGE 131 |
| 602 DEPT OF MEDICAL ASSISTANCE SERVICES | | AS OF 06/30/89 | | |
| 04 INDIVIDUAL AND FAMILY SERVICES | | | | |
| ----- | GENERAL FIXED | | | |
| CD | ASSETS 7/01/88 | ADDITIONS | DEDUCTIONS | GENERAL FIXED |
| | | | | ASSETS 6/30/89 |
| 03 STANDARDS OF LIVING | 887,889.09 | 1,090,959.42 | .00 | 1,978,848.51 |
| | | | | |
| TOTAL FUNCTION | 887,889.09 | 1,090,959.42 | .00 | 1,978,848.51 |
| CONSTRUCTION IN PROGRESS | .00 | .00 | .00 | .00 |
| TOTAL GENERAL FIXED ASSETS | 887,889.09 | 1,090,959.42 | .00 | 1,978,848.51 |
| | | | | |
| | | | | |

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|--|------------------------|
| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
| Function No. 70300 - FAACS Online | TOPIC REPORTS |
| | DATE 9/1/93 |

Monthly Schedule of Changes in Fixed Assets by Functions/Subfunction (FAC 732 and FAC 742)

| PROGRAM - FAC742 REPORT - FAC742 | | COMMONWEALTH OF VIRGINIA - DEPARTMENT OF ACCOUNTS FIXED ASSET ACCOUNTING AND CONTROL SYSTEM | | MONTHLY SCHEDULE OF CHANGES IN GENERAL FIXED ASSETS BY FUNCTION/SUBFUNCTION | | AS OF 08/30/93 | | RUN DATE 07/16/93 RUN TIME 16:14:58 REPORT PAGE 1 | |
|-------------------------------------|--|--|---|---|----------------|----------------|----------------------------------|---|--|
| COMMONWEALTH OF VIRGINIA | | CD | SUBFUNCTION DESCRIPTION | GENERAL FIXED ASSETS 08/01/93 | ADDITIONS | DEDUCTIONS | GENERAL FIXED ASSETS 08/30/93 | | |
| | | 00 | TOTAL FUNCTION | .00 | .00 | .00 | .00 | | |
| | | 01 EDUCATION | | | | | | | |
| | | 01 | ELEM/SEC EDUC, INST, SUPRV, & ASSIST | 31,725,121.10 | 25,708.12- | 745.00 | 31,698,667.98 | | |
| | | 03 | HIGHER EDUCATION | 59,480,598.08- | 84,806,154.18 | 4,874,280.20 | 551,297.90 | | |
| | | 04 | CULTURAL AND SCIENCE EDUCATION | 31,882,382.21 | 2,021,474.74 | .00 | 33,983,836.95 | | |
| | | | TOTAL FUNCTION | 4,208,887.23 | 86,901,920.80 | 4,875,005.20 | 86,233,802.83 | | |
| | | 03 ADMINISTRATION OF JUSTICE | | | | | | | |
| | | 01 | CRIME DETERRENCE, SUPPRESSION AND CONTR | 77,899,864.17 | 2,437,096.58 | 1,060,133.82 | 79,278,827.13 | | |
| | | 02 | ADJUDICATION | 12,406,134.48 | 70,008.21- | 884.00 | 12,335,232.25 | | |
| | | 03 | CONFINEMENT AND COMMUNITY CUSTODY | 182,998,882.69 | 11,484,872.91- | 420,443.33 | 171,083,548.45 | | |
| | | | TOTAL FUNCTION | 273,304,861.32 | 9,117,584.54- | 1,481,470.95 | 282,705,605.83 | | |
| | | 04 INDIVIDUAL AND FAMILY SERVICES | | | | | | | |
| | | 01 | DISEASE RESEARCH, PREVENTION AND CONTR | 1,780,411.58 | 190,085.00 | 1,000.00 | 1,978,476.58 | | |
| | | 02 | DETECTION, DIAGNOSIS AND TREATMENT | 220,206,334.99 | 2,280,397.59 | 1,224,283.13 | 221,262,449.45 | | |
| | | 03 | STANDARDS OF LIVING | 51,924,655.19 | 2,399,550.52 | 93,754.74 | 54,230,450.97 | | |
| | | 04 | INTRAFUNCTIONAL FINANCIAL AID | 561.00 | .00 | .00 | 561.00 | | |
| | | | TOTAL FUNCTION | 273,921,962.76 | 4,870,013.11 | 1,318,037.87 | 277,472,938.00 | | |
| | | 05 RESOURCE AND ECONOMIC DEVELOPMENT | | | | | | | |

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| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
| Function No. 70300 - FAACS Online | TOPIC REPORTS |
| | DATE 9/1/93 |

REPORT NAME: ANNUAL SCHEDULE OF CHANGES IN FIXED ASSETS BY
FUNCTION/SUBFUNCTION (FAC 734 AND FAC 744)

DESCRIPTION AND CONTENTS: Agency, function code, subfunction code, dollar values for general
fixed assets on July 1st each year, additions, deductions, general
fixed assets on June 30th each year, function total, construction in
progress, and total general fixed assets.

PURPOSE: Currently utilized by DOA for analysis purposes.

ASSET CATEGORIES: Land
Buildings
Improvements
Equipment
Construction in Progress

ORDER OF DATA: Agency
Function
Subfunction

| | |
|--|------------------------|
| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
| Function No. 70300 - FAACS Online | TOPIC REPORTS |
| | DATE 9/1/93 |

Annual Schedule of Changes in Fixed Assets by Function/Subfunction (FAC 734 and FAC 744)

| | | | | | | |
|--|----------------------------|------------------------------|---|------------|------------------------------|--|
| PROGRAM - FAC734 REPORT - FAC734 AGENCY PAGE 1 | | | COMMONWEALTH OF VIRGINIA - DEPARTMENT OF ACCOUNTS FIXED ASSET ACCOUNTING AND CONTROL SYSTEM SCHEDULE OF CHANGES IN GENERAL FIXED ASSETS BY FUNCTION/SUBFUNCTION AS OF 08/30/93 | | | RUN DATE 08/09/93 RUN TIME 8:28:25 REPORT PAGE 162 |
| 731 STAUNTON CORRECTIONAL CENTER | | | | | | |
| 03 ADMINISTRATION OF JUSTICE | | | | | | |
| CD | SUBFUNCTION | GENERAL FIXED ASSETS 7/01/92 | ADDITIONS | DEDUCTIONS | GENERAL FIXED ASSETS 8/30/93 | |
| 03 CONFINEMENT AND COMMUNITY CUSTODY | DESCRIPTION | 3,955,530.78 | 15,052.50 | 8,887.00 | 3,961,716.28 | |
| | | 3,955,530.78 | 15,052.50 | 8,887.00 | 3,961,716.28 | |
| | TOTAL FUNCTION | | | | | |
| 09 CAPITAL PROJECTS | | | | | | |
| 01 CAPITAL PROJECTS | | | | | | |
| | | 1,831,039.00 | .00 | .00 | 1,831,039.00 | |
| | TOTAL FUNCTION | 1,831,039.00 | .00 | .00 | 1,831,039.00 | |
| | CONSTRUCTION IN PROGRESS | .00 | .00 | .00 | .00 | |
| | TOTAL GENERAL FIXED ASSETS | 5,586,569.78 | 15,052.50 | 8,887.00 | 5,592,755.28 | |

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| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
| Function No. 70300 - FAACS Online | TOPIC REPORTS |
| | DATE 9/1/93 |

Annual Schedule of Changes in Fixed Assets by Function/Subfunction (FAC 734 and FAC 744)

| | | | | | |
|--------------------------------------|---|---|---------------|---|------------------------------|
| PROGRAM - FAC744 REPORT - FAC744 | | COMMONWEALTH OF VIRGINIA - DEPARTMENT OF ACCOUNTS FIXED ASSET ACCOUNTING AND CONTROL SYSTEM SCHEDULE OF CHANGES IN GENERAL FIXED ASSETS BY FUNCTION/SUBFUNCTION AS OF 08/30/93 | | RUN DATE 05/25/93 RUN TIME 14:30:52 REPORT PAGE 2 | |
| 05 RESOURCE AND ECONOMIC DEVELOPMENT | | | | | |
| ----- | SUBFUNCTION DESCRIPTION | GENERAL FIXED ASSETS 7/01/92 | ADDITIONS | DEDUCTIONS | GENERAL FIXED ASSETS 6/30/93 |
| 01 | RESOURCE MANAGEMENT | 184,882,922.17 | 509,203.50- | 938,302.51 | 183,435,418.16 |
| 02 | ECON DEVELOPMENT, PROMOTION & IMPROVEMENT | 10,385,285.26 | 672,883.65- | 233,313.28 | 9,489,088.33 |
| 03 | CONSUMER AFFAIRS | 16,388,185.23 | 312,524.35- | 22,330.78 | 16,083,340.10 |
| | TOTAL FUNCTION | 191,656,382.66 | 1,494,611.50- | 1,193,946.57 | 188,987,824.59 |
| 06 TRANSPORTATION | | | | | |
| 01 | GROUND TRANSPORTATION | 434,072,531.02 | 4,402,335.07 | 28,617,547.82 | 409,857,318.27 |
| 02 | WATER TRANSPORTATION | 231,472,380.27 | 1,277,685.24- | .00 | 230,194,695.03 |
| 03 | AIR TRANSPORTATION | 7,087,892.74 | 89,305.07 | 24,280.15 | 7,183,017.66 |
| | TOTAL FUNCTION | 672,642,904.03 | 3,213,954.90 | 28,641,827.97 | 647,215,030.96 |
| 07 GENERAL GOVERNMENT | | | | | |
| 01 | EXECUTIVE MANAGEMENT | 4,576,987.73 | 393,097.89- | 78,887.81 | 4,104,882.23 |
| 02 | GENERAL SERVICES | 105,272,104.72 | 715,011.34 | 835,253.50 | 105,151,882.56 |
| 04 | LEGISLATIVE SERVICES | 4,828,038.68 | 587,861.08- | .00 | 4,041,177.63 |
| | TOTAL FUNCTION | 114,478,111.13 | 265,947.40- | 914,241.31 | 113,297,922.42 |
| 08 ENTERPRISES | | | | | |
| 01 | MANUFACTURING AND MERCANTILE SERVICES | 22,845,330.52 | 338,139.95 | 35,645.24 | 22,947,825.23 |
| 02 | SUPPORTIVE OPERATIONS | 3,080,158.05 | 24,574.50- | .00 | 3,085,583.55 |
| | TOTAL FUNCTION | 25,735,488.57 | 313,585.45 | 35,645.24 | 26,013,408.78 |
| 09 CAPITAL PROJECTS | | | | | |
| 01 | CAPITAL PROJECTS | 591,419,863.88 | 2,835,068.64 | 1,349,792.40 | 592,905,140.12 |

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| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
| Function No. 70300 - FAACS Online | TOPIC REPORTS |
| | DATE 9/1/93 |

REPORT NAME: STRAIGHT LINE CALCULATION AUDIT REPORT FORMAT 1
(FAC32010)

DESCRIPTION AND CONTENTS: A listing of depreciation information, detailed by fund, for depreciable assets within an agency. Specific information provided for each asset includes the amount funded by each source and the accumulated depreciation, depreciation expense and salvage value relating to that source. Assets funded by a single source are listed only once on the report, whereas assets funded by multiple sources appear more than once. NOTE: Fully depreciated assets, assets not owned by the agency, and assets costing less than \$500 are not considered depreciable and therefore are not included on this report.

PURPOSE: To provide detailed backup for summary information on the Indirect Cost Recovery Report (FAC32040), as well as for audit purposes.

ASSET CATEGORIES: Building
Improvements Other Than Buildings
Equipment (Capitalized)

FREQUENCY OF DISTRIBUTION: The Straight Line Calculation Audit Report Format 1 may be provided on a monthly, quarterly, semi-annual or annual basis, depending on an agency's needs. If not requested on a more frequent basis, the report will be distributed to each agency on an annual basis.

ORDER OF DATA: Data on the report is sequenced so that all depreciable assets for a given organization within an agency are listed together. Within each organization report section, assets are then listed according to General Ledger Account within fund code. Totals are provided for each General Ledger Account reflected on the report.

| | |
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| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
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| | DATE 9/1/93 |

Straight Line Calculation Audit Report Format 1 (FAC32010)

PROGRAM - FAC32002
 REPORT - FAC32010
 AGENCY PAGE 1

AGENCY NO. 151
 ORGANIZATION:
 FUND: 1800
 GENERAL LEDGER ACCOUNT: 370

COMMONWEALTH OF VIRGINIA - DEPARTMENT OF ACCOUNTS
 FIXED ASSET ACCOUNTING AND CONTROL SYSTEM
 STRAIGHT LINE CALCULATION AUDIT REPORT FORMAT 1
 AS OF JUNE 30, 1993

RUN DATE 7/15/93
 RUN TIME 12:07:00
 REPORT PAGE 10

| INVENTORY NUMBER | ACQUI DATE | USEFUL LIFE | ACTUAL LIFE | MULTI FUND | FUNDING INFORMATION: | OWNERSHIP CODE | ACCUMULATED DEPRECIATION | DEPRECIATION EXPENSE | SALVAGE VALUE |
|--|---------------|----------------|----------------|---------------|---|-------------------|-----------------------------|-------------------------|------------------|
| 000019087 | 19830504 | 008 | 001 | NO | SOURCE: GENERAL FUND REVENUES AMOUNT: 8,835.00 | A | 142.40 | 142.40 | .00 |
| ITEM DESC: LIGHTSHOW PRESENTATION SYSTEM | | | | | | | | | |
| 000019088 | 19830520 | 008 | 001 | NO | SOURCE: GENERAL FUND REVENUES AMOUNT: 6,488.00 | A | 134.48 | 134.48 | .00 |
| ITEM DESC: LIGHTSHOW PRESENTATION SYSTEM | | | | | | | | | |
| GENERAL LEDGER ACCOUNT # OF RECORDS: 2 13,280.00 | | | | | | | | | |
| FUND # OF RECORDS: 2 13,280.00 | | | | | | | | | |
| ORGANIZATION # OF RECORDS: 2 13,280.00 | | | | | | | | | |
| AGENCY # OF RECORDS: 2 13,280.00 | | | | | | | | | |
| FEDERAL (G) # OF RECORDS: 0 .00 | | | | | | | | | |

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| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
| Function No. 70300 - FAACS Online | TOPIC REPORTS |
| | DATE 9/1/93 |

REPORT NAME: STRAIGHT LINE CALCULATION DEPRECIATION FORMAT 2 (FAC32020)

DESCRIPTION AND CONTENTS: A listing of depreciation information for depreciable assets within an agency. Specific information provided for each asset includes inventory number, item description, acquisition cost and date, useful life, actual life, salvage value, depreciation expense, accumulated depreciation, and an indicator for those assets whose funding was from more than one source. NOTE: This report lists each depreciable asset only once, regardless of the number of fund sources. Fully depreciated assets, assets not owned by the agency, and assets costing less than \$500 are not considered depreciable and therefore are not included on this report.

PURPOSE: To provide detailed backup for summary information on the Indirect Cost Recovery Report (FAC32040), as well as for audit purposes.

ASSET CATEGORIES: Buildings
Improvements Other Than Buildings
Equipment (Capitalized)

FREQUENCY OF DISTRIBUTION: The Straight Line Calculation Audit Report Format 2 may be provided on a monthly, quarterly, semi-annual, or annual basis, depending on an agency's needs. If not requested on a more frequent basis, the report will be distributed to each agency on an annual basis.

ORDER OF DATA: Data on the report is sequenced so that all depreciable assets for a given organization, e.g., department or division, within an agency are listed together. Within each organization report section, assets are then listed according to asset category. Totals are provided for each asset category reflected on the report.

| | |
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| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
| Function No. 70300 - FAACS Online | TOPIC REPORTS |
| | DATE 9/1/93 |

Straight Line Calculation Depreciation Format 2 (FAC32020)

PROGRAM - FAC32002
 REPORT - FAC32020
 AGENCY PAGE 1

COMMONWEALTH OF VIRGINIA - DEPARTMENT OF ACCOUNTS
 FIXED ASSET ACCOUNTING AND CONTROL SYSTEM
 STRAIGHT LINE CALCULATION AUDIT REPORT FORMAT 2
 AS OF JUNE 30, 1993

RUN DATE 7/15/93
 RUN TIME 12:07:00
 REPORT PAGE 10

AGENCY NO. 151
 ORGANIZATION:
 ASSET CATEGORY: EQUIPMENT

| INVENTORY NUMBER | ACQUISITION DATE | USEFUL LIFE | ACTUAL LIFE | MULTI FUND | OWNSHIP CODE | ACQUISITION COST | SALVAGE VALUE | ACCUMULATED DEPRECIATION | DEPRECIATION EXPENSE |
|---------------------|---|----------------|----------------|---------------|-----------------|---------------------|------------------|-----------------------------|-------------------------|
| 000019087 | 19930504 ITEM DESC: LIGHTSHOW PRESENTATION SYSTEM | 008 | 001 | NO | A | 8,635.00 | .00 | 142.40 | 142.40 |
| 000019088 | 19930520 ITEM DESC: LIGHTSHOW PRESENTATION SYSTEM | 008 | 001 | NO | A | 8,455.00 | .00 | 134.48 | 134.48 |
| ASSET CATEGORY | # OF ITEMS: | 2 | | | | 13,290.00 | .00 | 276.88 | 276.88 |
| ORGANIZATION | # OF ITEMS: | 2 | | | | 13,290.00 | .00 | 276.88 | 276.88 |
| AGENCY | # OF ITEMS: | 2 | | | | 13,290.00 | .00 | 276.88 | 276.88 |
| G | # OF ITEMS: | 0 | | | | .00 | .00 | .00 | .00 |

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| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
| Function No. 70300 - FAACS Online | TOPIC REPORTS |
| | DATE 9/1/93 |

REPORT NAME: FULLY DEPRECIATED ASSET REPORT (FAC32050)

DESCRIPTION AND CONTENTS: A detailed listing of an agency's fully depreciated assets. Specific information listed for each fully depreciated asset includes inventory number, item description, nomenclature code (see CAPP Volume 1, Topic No. 30315, "Nomenclature Codes"), acquisition date (YEAR/MO/DAY), useful life, actual life, acquisition cost, federal cost, net cost, accumulated depreciation, and salvage value.

PURPOSE: To provide agencies with information regarding fully depreciated assets, especially for use in negotiating use allowances.

ASSET CATEGORIES: Buildings
Improvements Other Than Building
Equipment (Capitalized)

FREQUENCY OF DISTRIBUTION: The Fully Depreciated Asset Report may be provided on a monthly, quarterly, semi-annual, or annual basis, depending on an agency's needs. If not requested on a more frequent basis, the report will be distributed to each agency on an annual basis.

ORDER OF DATA: Data on the report is sequenced so that all fully depreciated assets for a given organization within an agency are listed together. Within each organization report section, assets are then listed according to nomenclature code within asset category.

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| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
| Function No. 70300 - FAACS Online | TOPIC REPORTS |
| | DATE 9/1/93 |

Fully Depreciated Asset Report (FAC32050)

| COMMONWEALTH OF VIRGINIA - DEPARTMENT OF ACCOUNTS FIXED ASSET ACCOUNTING AND CONTROL SYSTEM FULLY DEPRECIATED ASSET REPORT AS OF JUNE 30, 1993 | | | | | | | | | | RUN DATE 7/15/93 RUN TIME 12:07:00 REPORT PAGE 214 | |
|---|---------------------|---------------|----------------|----------------|---------------------|-----------------|-------------|-----------------------------|------------------|--|--|
| PROGRAM - FAC32002 REPORT - FAC32050 AGENCY PAGE 1 AGENCY NO. 151 | | | | | | | | | | | |
| ORGANIZATION: 00000882 | | | | | | | | | | | |
| ASSET CATEGORY: EQUIPMENT | | | | | | | | | | | |
| NOMENCLATURE CODE | INVENTORY NUMBER | ACQUI DATE | USEFUL LIFE | ACTUAL LIFE | ACQUISITION COST | FEDERAL COST | NET COST | ACCUMULATED DEPRECIATION | SALVAGE VALUE | | |
| 07410000000 | 000015513 | 19830501 | 005 | 011 | 2,883.20 | .00 | 2,883.20 | 2,883.20 | .00 | | |
| ITEM DESC: IBM MPC; MITSUBISHI XC-1430C 84K W/128K QUAD BOARD W/KEYBOARD | | | | | | | | | | | |
| 07410000000 | 000018062 | 19880314 | 005 | 005 | 2,100.00 | .00 | 2,100.00 | 2,100.00 | .00 | | |
| ITEM DESC: IBM 3174 CONTROL UNIT | | | | | | | | | | | |
| 07410000000 | 000018645 | 19880830 | 005 | 005 | 2,853.95 | .00 | 2,853.95 | 2,853.95 | .00 | | |
| ITEM DESC: PS/2 8513 COLOR MONITOR A HARD DISK-20MB- SEE 18848 SEE APR / 88-008 | | | | | | | | | | | |
| 07410002400 | 000013838 | 19871207 | 005 | 005 | 4,181.34 | .00 | 4,181.34 | 4,181.34 | .00 | | |
| ITEM DESC: LAP TOP COMPUTER, WANG | | | | | | | | | | | |
| 07410002400 | 000014304 | 19871207 | 005 | 005 | 4,181.34 | .00 | 4,181.34 | 4,181.34 | .00 | | |
| ITEM DESC: LAP TOP COMPUTER, WANG | | | | | | | | | | | |
| 07410002400 | 000014308 | 19871207 | 005 | 005 | 4,181.34 | .00 | 4,181.34 | 4,181.34 | .00 | | |
| ITEM DESC: LAP TOP COMPUTER, WANG | | | | | | | | | | | |
| 07410002400 | 000018241 | 19871207 | 005 | 005 | 4,181.34 | .00 | 4,181.34 | 4,181.34 | .00 | | |
| ITEM DESC: LAP TOP COMPUTER, WANG | | | | | | | | | | | |
| 07410002400 | 000017881 | 19871207 | 005 | 005 | 4,181.34 | .00 | 4,181.34 | 4,181.34 | .00 | | |
| ITEM DESC: LAP TOP COMPUTER, WANG | | | | | | | | | | | |
| 07410002400 | 000018384 | 19871207 | 005 | 005 | 4,181.34 | .00 | 4,181.34 | 4,181.34 | .00 | | |
| ITEM DESC: LAPTOP COMPUTER, WANG | | | | | | | | | | | |
| 07410002400 | 000018386 | 19871207 | 005 | 005 | 4,181.34 | .00 | 4,181.34 | 4,181.34 | .00 | | |
| ITEM DESC: LAP TOP COMPUTER, WANG | | | | | | | | | | | |
| ON LOAN TO DS1A | | | | | | | | | | | |
| 07410002400 | 000018371 | 19871207 | 005 | 005 | 4,181.34 | .00 | 4,181.34 | 4,181.34 | .00 | | |
| ITEM DESC: LAP TOP COMPUTER, WANG | | | | | | | | | | | |
| 07410002400 | 000018378 | 19871207 | 005 | 005 | 4,181.34 | .00 | 4,181.34 | 4,181.34 | .00 | | |
| ITEM DESC: LAP TOP COMPUTER, WANG | | | | | | | | | | | |
| 07410002400 | 000018386 | 19871207 | 005 | 005 | 4,181.34 | .00 | 4,181.34 | 4,181.34 | .00 | | |
| ITEM DESC: LAP TOP COMPUTER, WANG | | | | | | | | | | | |
| 07410002400 | 000018955 | 19871207 | 005 | 005 | 4,181.34 | .00 | 4,181.34 | 4,181.34 | .00 | | |
| ITEM DESC: LAP TOP COMPUTER, WANG | | | | | | | | | | | |
| 07410002400 | 000018957 | 19871207 | 005 | 005 | 4,181.34 | .00 | 4,181.34 | 4,181.34 | .00 | | |
| ITEM DESC: LAP TOP COMPUTER, WANG | | | | | | | | | | | |
| 07410003800 | 000015587 | 19841009 | 007 | 009 | 18,000.00 | .00 | 18,000.00 | 18,000.00 | .00 | | |
| ITEM DESC: 288 REMOVABLE DISC DRIVE SEE DRIVE #33 SERIAL #89973 | | | | | | | | | | | |
| 07410003800 | 000015598 | 19841009 | 007 | 009 | 18,000.00 | .00 | 18,000.00 | 18,000.00 | .00 | | |
| ITEM DESC: 288 REMOVABLE DISC DRIVE 133 | | | | | | | | | | | |

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| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
| Function No. 70300 - FAACS Online | TOPIC REPORTS |
| | DATE 9/1/93 |

REPORT NAME: PURGED ASSET REPORT (FAC32060)

DESCRIPTION AND CONTENTS: A listing of assets purged from the Fixed Asset Accounting and Control System. Information regarding disposed fixed assets is retained in FAACS for a period of three years following disposal after which it is automatically purged from the system. Detailed information for each purged asset reported on FAC32060 includes inventory number, nomenclature code, item description, acquisition date and cost, disposal date, and disposal code.

PURPOSE: To provide historical data regarding assets purged from FAACS.

ASSET CATEGORIES: Land
Buildings
Improvements Other Than Buildings
Equipment (Controlled and Capitalized)

FREQUENCY OF DISTRIBUTION: The Purged Record Report is generated each time fixed assets are purged from FAACS.

ORDER OF DATA: Assets reported on the Purged Record Report are listed according to asset category within organization, e.g., department.

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| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
| Function No. 70300 - FAACS Online | TOPIC REPORTS |
| | DATE 9/1/93 |

Purged Asset Report (FAC32060)

| | | |
|--|---|--|
| PROGRAM - FAC32002 REPORT - FAC32060 AGENCY PAGE 1 AGENCY NO. 151 | COMMONWEALTH OF VIRGINIA - DEPARTMENT OF ACCOUNTS FIXED ASSET ACCOUNTING AND CONTROL SYSTEM PURGED RECORD REPORT AS OF JUNE 30, 1993 | RUN DATE 7/15/93 RUN TIME 12:07:00 REPORT PAGE 6 |
|--|---|--|

| | | | |
|------------------------|-------------------|---------------------------|---------------|
| ORGANIZATION: 00000882 | | ASSET CATEGORY: EQUIPMENT | |
| INVENTORY NUMBER | NOMENCLATURE CODE | ITEM DESCRIPTION | |
| 000021080 | 07410006100 | PLOTTER, DRAFT, PRO | |
| | | ACQUISITION DATE | 19880810 |
| | | ACQUISITION COST | 2,234.00 |
| | | DISPOSAL DATE | 19900825 |
| | | DISPOSAL CODE | S |
| | | OWNSHP CODE | |
| | | ASSET CATEGORY TOTAL: | # OF ITEMS: 1 |
| | | ORGANIZATION TOTAL: | # OF ITEMS: 1 |
| | | AGENCY TOTAL: | # OF ITEMS: 1 |

| | |
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| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
| Function No. 70300 - FAACS Online | TOPIC REPORTS |
| | DATE 9/1/93 |

800 System Control Reports

System Control Reports are intended to provide agencies with the detail needed to monitor and control data input to the Fixed Asset Accounting and Control System, and to facilitate the reconciliation between CARS and FAACS. Specific reports provided for system control are as follows:

- Transaction Disposition Report - Valid Transaction Listing (FAC25001)
- Transaction Disposition Report - Error Transaction Listing (FAC27001)
- CARS Interface Activity Report (FAC710)
- Financial Reporting File Balances (FAC730) (Also may be considered important for financial accounting and reporting.)
- Summarized Totals by Asset Categories (FAC307, Option AA1)
- Transaction Activity Summary Report (FAC82001)

| | |
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| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
| Function No. 70300 - FAACS Online | TOPIC REPORTS |
| | DATE 9/1/93 |

REPORT NAME: TRANSACTION DISPOSITION REPORT VALID TRANSACTION LISTING (FAC25001)

DESCRIPTION AND CONTENTS: A detailed listing of valid transactions input to the Fixed Asset Accounting and Control System. Detail provided on the Valid Transaction Listing includes the information coded by the agency on input documents (Forms 01-04), as well as system-generated warning messages regarding that information. A complete listing of warning messages (and error messages) appears in the FAACS Manual as APPENDIX D.

PURPOSE: To provide agencies with the detail needed to monitor and control data input to the Fixed Asset Accounting and Control System.

ASSET CATEGORIES: Land
Buildings
Improvements Other Than Buildings
Equipment (Controlled and Capitalized)

FREQUENCY OF DISTRIBUTION: The Transaction Disposition Report is distributed each time the Fixed Asset Accounting and Control System is updated.

ORDER OF DATA: Information on the Transaction Disposition Report is listed according to asset identification number within batch identification (agency list) number.

| | |
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Transaction Disposition Report Valid Transaction Listing (FAC25001)

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PROGRAM - FAC250
REPORT - FAC25001
AGENCY PAGE 2

AGENCY 298
BATCH ID F2860625
IDENTIFICATION 286ADJ001

COMMONWEALTH OF VIRGINIA - VIRGINIA HIGHLANDS COMMUNITY COLLEGE
FIXED ASSET ACCOUNTING AND CONTROL SYSTEM
TRANSACTION DISPOSITION REPORT
VALID TRANSACTION LISTING

FM LN 1.....1.....2.....3.....4.....5.....6.....7.....8
W118 IDENTIFICATION NUMBER IS NOT NUMERIC

04 01 04 2 298 286ADJ001
04 02 1 818 1500 101
04 03 2 818 1500 998
04 04 3 848 1500 101
04 05 4 825 1500 998
04 06 5 822 1500 101
04 07 6 826 1500 101
04 08
04 09

12838
12838

40 000003802250
80 000003802250
90 000004147886
90 000004147886
40 000113324802
80 000113324802

RUN DATE 8/25/93
RUN TIME 18:12:56
REPORT PAGE 292

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| | |
|--|----------------------------------|
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| Function No. 70300 - FAACS Online | TOPIC REPORTS |
| | DATE 9/1/93 |

REPORT NAME: TRANSACTION DISPOSITION REPORT ERROR TRANSACTION LISTING (FAC27001)

DESCRIPTION AND CONTENTS: A detailed listing of transactions submitted for input to the Fixed Asset Accounting and Control System, but rejected by the system because of erroneous data. Detail provided on the Error Transaction Listing includes the information coded by the agency on input documents (Forms 01-04), as well as system-generated error messages indicating why that information has been rejected. A complete listing of error messages (and warning messages) appears in the FAACS Manual as APPENDIX D.

PURPOSE: To provide agencies with the detail needed to monitor and control data input to the Fixed Asset Accounting and Control System.

ASSET CATEGORIES: Land
Buildings
Improvements Other Than Buildings
Equipment (Controlled and Capitalized)

FREQUENCY OF DISTRIBUTION: The Transaction Disposition Report is distributed each time the Fixed Asset Accounting and Control System is updated.

ORDER OF DATA: Information on the Transaction Disposition Report is listed according to asset identification number within batch identification (agency list) number.

| | |
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Transaction Disposition Report Error Transaction Listing (FAC27001)

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                                RUN DATE 7/12/93
                                RUN TIME 18:24:52
                                REPORT PAGE 1

COMMONWEALTH OF VIRGINIA - DEPARTMENT OF GENERAL SERVICES
FIXED ASSET ACCOUNTING AND CONTROL SYSTEM
TRANSACTION DISPOSITION REPORT
ERROR TRANSACTION LISTING

PROGR 14 - FAC270
REPORT - FAC27001
AGENCY PAGE 1

AGENCY 184
BATCH ID F1940712
IDENTIFICATION 93--14792
FM LN 1.....1.....2.....3.....4.....5.....6.....7.....8
04 01 04 2 194 93--14792
04 02 1 622 920 1500 998 14792 47 000020783511

WARNINGS FOR ABOVE DOCUMENTS:

W118 IDENTIFICATION NUMBER IS NOT NUMERIC

ERRORS FOR ABOVE DOCUMENTS: AGENCY NO. 194 ASSET CATEGORY IDENTIFICATION NUMBER 93--14792 ACTION CODE 3

STATUS ELEMENT
NUMBER
( ) 40208 FORM NO 4 LINE NO 02
DATA WHICH IS IN ERROR: 14792
ERROR MESSAGE : E221 PROJECT CODE IS INVALID

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| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
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| | DATE 9/1/93 |

REPORT NAME: CARS INTERFACE ACTIVITY REPORT (FAC710)

DESCRIPTION AND CONTENTS: A detailed listing of transactions for capitalized assets entered into the Fixed Asset Accounting and Control System. Individual line items on the "CARS Interface Activity Report" are summarized by program number within transaction code. These summary totals, labeled "DETAIL SEQ NO X" on FAC710, are posted to CARS and agree with transaction amounts listed on CARS 401W, the Weekly Report of Transactions Posted. Similarly, the monthly total for these amounts agrees with the total fixed asset activity indicated on the Trial Balance of General Ledger Accounts by Agency, Fund Detail, CARS 402.

PURPOSE: To facilitate reconciliation between CARS and FAACS.

FREQUENCY OF DISTRIBUTION: Variable. The CARS Interface Activity Report is generated each time FAACS transactions for capitalized assets are posted to CARS, which may occur as frequently as daily. If an agency enters transactions which will post to CARS, they will receive a copy of the report when it is generated.

ASSET CATEGORIES: Land
Buildings
Improvements Other Than Buildings
Equipment (Capitalized Only)

ORDER OF DATA: Activity on the CARS Interface Activity Report is listed according to transaction code. Within transaction code, activity is listed according to program and project numbers.

| | |
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CARS Interface Activity Report (FAC710)

PROGRAM - ACTBF710
 REPORT - ACTBF710
 AGENCY PAGE 1

COMMONWEALTH OF VIRGINIA DEPARTMENT OF ACCOUNTS
 FIXED ASSET ACCOUNTING AND CONTROL SYSTEM
 *** CARS INTERFACE ACTIVITY REPORT ***
 AS OF 07/15/93

RUN DATE 7/15/93
 RUN TIME 15:41:2
 REPORT PAGE

151 DEPARTMENT OF ACCOUNTS
 FISCAL YEAR: 93 FISCAL MONTH: 12

| TRAN CODE | FUND/ DETAIL | PROG NO | PROJECT NO | FUND SRCE | REV CD | TRANSACTION AMOUNT | ASSET CATEGORY | ID NUMBER | NOMENCLATURE CODE | BATCH ID | VOUCHER NO | AGENCY PO/REQ NO | ERR IND |
|--------------|-----------------|------------|---------------|--------------|-----------|-----------------------|-------------------|---------------|----------------------|----------|------------|---------------------|------------|
| 840 | 15 00 | 749 | 00000 | 40 | | 142.40 | 4 | 000019087 | 08400028000 | FAACDEPR | 15131372 | 3032017 | |
| 840 | 15 00 | 749 | 00000 | 40 | | 134.48 | 4 | 000019088 | 08400028000 | FAACDEPR | 15131470 | 3032188 | |
| 840 | 15 00 | 749 | 00000 | | | 276.88 | | DETAIL SEQ NO | 1 | | | | |

***** DATA *****
 ***** TYPE A 830715 F 008 00000
 BATCH COUNT 1
 DETAIL REC READ 2
 AMOUNT 276.88

AGENCY-TOTAL 276.88 SUMMARY RECORDS 1 DETAIL RECORDS 2 BATCHES CREATED 1

| | |
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| | DATE 9/1/93 |

REPORT NAME: FINANCIAL REPORTING FILE BALANCES (FAC730)

DESCRIPTION AND CONTENTS: A monthly report on General Ledger account balances relating to fixed assets. Information provided for each General Ledger Account listed on the report includes beginning balance, total debit transactions for the month, total credit transactions for the month, and ending balance.

PURPOSE: To facilitate reconciliation between CARS and FAACS.

ASSET CATEGORIES: Land
Buildings
Improvements Other Than Buildings
Equipment (Capitalized Only)

FREQUENCY OF DISTRIBUTION: The Financial Reporting File Balances Report is distributed on a monthly basis.

ORDER OF DATA: Data on the Financial Reporting File Balances Report is listed according to General Ledger Account Number within fund within agency.

| | |
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Financial Reporting File Balances (FAC730)

RUN DATE 09/03/91
 RUN TIME 11:18:31
 REPORT PAGE 193

COMMONWEALTH OF VIRGINIA - DEPARTMENT OF ACCOUNTS
 FIXED ASSET ACCOUNTING AND CONTROL SYSTEM
 *** FINANCIAL REPORTING FILE BALANCES ***
 AS OF 09/31/91

PROGRAM - FAC730
 REPORT - FAC730
 AGENCY PAGE 1

002 DEPARTMENT OF MEDICAL ASSISTANCE SERVICES

| FUND | GLA NR | BEGINNING BALANCE | DEBITS | CREDITS | ENDING BALANCE |
|-------------------|-----------|----------------------|--------|---------|-------------------|
| 1500 | 366 | 12,388.25 | .00 | .00 | 12,388.25 |
| 1500 | 369 | 5,181.00- | .00 | .00 | 5,181.00- |
| 1500 | 370 | 4,384,784.38 | .00 | .00 | 4,384,784.38 |
| 1500 | 371 | 2,275,722.35- | .00 | .00 | 2,275,722.35- |
| 1500 | 788 | 2,098,287.28- | .00 | .00 | 2,098,287.28- |
| TOTAL FD/DET FILE | | .00 | .00 | .00 | .00 |
| TOTAL FUND FILE | | .00 | .00 | .00 | .00 |
| AGENCY TOTAL FILE | | .00 | .00 | .00 | .00 |

LAST PAGE

| | |
|--|----------------------------------|
| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
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REPORT NAME: SUMMARIZED TOTALS BY ASSET CATEGORIES (FAC307, Option AA1)

DESCRIPTION AND CONTENTS: A monthly report of master file balances by asset category. Information provided for each asset category includes funding amount for controlled assets, disposed controlled assets, capital assets, and disposal capital assets. Two additional options of this report are also available; Option AA2 - Disposed Capital Asset Detail, and Option N/A - Summarized Master Display which provides detail of each asset currently on the master file.

PURPOSE: To facilitate reconciliation between the FAACS Master File and the FAACS Financial Reporting File.

ASSET CATEGORIES: Land
Buildings
Improvements Other Than Buildings
Equipment

FREQUENCY OF DISTRIBUTION: The Summarized Totals by Asset Categories (Option AA1) is distributed on a monthly basis. Option AA2 and N/A are distributed at the request of the agency.

ORDER OF DATA: Data in the report is listed by category within agency.

NOTE: Option AA3 presented under section on Physical Control Reports.

| | |
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Summarized Totals by Asset Categories (FAC307, Option AA1)

| COMMONWEALTH OF VIRGINIA - DEPARTMENT OF MEDICAL ASSISTANCE SERVICE FIXED ASSET ACCOUNTING AND CONTROL SYSTEM SUMMARIZED TOTALS BY ASSET CATEGORIES | | | | | | | | | |
|---|-----------|--------------------|------------------|---------------|----------|----------------|------|---------------|--|
| PROGRAM - FAC307 REPORT - FAC307 AGENCY PAGE AGENCY NO. 002 | | AA1 1 | | DISPOSAL DATE | | FUNDING AMT | | DISPOSAL DATE | |
| ID NO | ASSET CAT | DESCRIPTION LINE 1 | ACQUISITION DATE | DISP CODE | IND CODE | FLOOR | WING | ROOM | |
| TOTAL FUNDING AMOUNT CONTROLLED ASSET CATEGORY: 2 | | | | | | | | | |
| TOTAL FUNDING AMOUNT DISPOSED CONTROLLED ASSET CATEGORY: 2 | | | | | | | | | |
| TOTAL FUNDING AMOUNT CAPITAL ASSET CATEGORY: 2 | | | | | | | | | |
| TOTAL FUNDING AMOUNT DISPOSED CAPITAL ASSET CATEGORY: 2 | | | | | | | | | |
| TOTAL FUNDING AMOUNT CAPITAL ASSETS LESS DISPOSED CAPITAL ASSET CATEGORY: 2 | | | | | | | | | |
| TOTAL FUNDING AMOUNT CONTROLLED ASSET CATEGORY: 4 | | | | | | | | | |
| TOTAL FUNDING AMOUNT DISPOSED CONTROLLED ASSET CATEGORY: 4 | | | | | | | | | |
| TOTAL FUNDING AMOUNT CAPITAL ASSET CATEGORY: 4 | | | | | | | | | |
| TOTAL FUNDING AMOUNT DISPOSED CAPITAL ASSET CATEGORY: 4 | | | | | | | | | |
| TOTAL FUNDING AMOUNT CAPITAL ASSETS LESS DISPOSED CAPITAL ASSET CATEGORY: 4 | | | | | | | | | |
| AGENCY TOTALS: | | # OF ITEMS: 1,090 | | TOTAL COST: | | \$4,838,347.02 | | | |

| | |
|--|----------------------------------|
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REPORT NAME: TRANSACTION ACTIVITY SUMMARY REPORT (FAC82001)

DESCRIPTION AND CONTENTS: An annual summary of all transactions for capitalized assets entered into the Fixed Asset Accounting and Control System. The Transaction Activity Summary Report provides the user with an annual summary of the CARS Interface Activity Reports (FAC710) issued throughout the year. (For a discussion of FAC710, see FAACS Manual Section 70900, page 6.)

PURPOSE: To facilitate reconciliation between CARS and FAACS.

ASSET CATEGORIES: Land
Buildings
Improvements Other Than Buildings
Equipment (Capitalized Only)

FREQUENCY OF DISTRIBUTION: The Transaction Activity Summary Report is an annual report distributed at year-end.

ORDER OF DATA: Activity on the Transaction Activity Summary Report is listed according to asset category. Within asset category, activity is listed according to asset identification number within transaction code.

| | |
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Transaction Activity Summary Report (FAC82001)

| COMMONWEALTH OF VIRGINIA - DEPT OF MEDICAL ASSISTANCE SERVICES FILED ASSET ACCOUNTING AND CONTROL SYSTEM TRANSACTION ACTIVITY SUMMARY REPORT JULY 31, 1990 | | | | | | | | | | RUN DATE 7/31/90 RUN TIME 15:59:29 REPORT PAGE 5,931 | |
|---|-----------|------|---------|---------|--------------|----------|-------------------|---------|-------|--|--------------|
| GALD F11 | | | | | | | | | | | |
| (CONT) | | | | | | | | | | | |
| PROGRAM - FAC820 REPORT - FAC82001 AGENCY PAGE 290 | | | | | | | | | | | |
| AGENCY NO. 602 | | | | | | | | | | | |
| ASSET CATEGORY 4 - EQUIPMENT | | | | | | | | | | | |
| TRAN CODE | ID NUMBER | FUND | PROGRAM | PROJECT | NOMENCLATURE | LIST NO | AGENCY VOUCHER NO | PO/REQ | FY/FM | FUNDING SOURCE | TRANS AMOUNT |
| 640A | 000005418 | 1500 | 456 | 000000 | 07410005100 | CC159 | | | 89/08 | 20 | 1,532.16- |
| 640A | 000005419 | 1500 | 456 | 000000 | 07410005100 | CC159 | | | 89/08 | 40 | 1,532.16- |
| 640A | 000005419 | 1500 | 456 | 000000 | 07410005100 | CC159 | | | 89/08 | 20 | 1,532.16- |
| 640A | 000005420 | 1500 | 456 | 000000 | 07410004600 | 0000A169 | 00000944 | 89-035 | 90/02 | 40 | 137.31- |
| 640A | 000005423 | 1500 | 456 | 000000 | 07410004600 | 0000A169 | 00000944 | 89-035 | 90/02 | 40 | 137.31- |
| 640A | 000005440 | 1500 | 456 | 000000 | 07410011700 | CC158 | | | 89/10 | 20 | 159.38- |
| 640A | 000005460 | 1500 | 456 | 000000 | 07410011700 | CC158 | | | 89/10 | 40 | 159.38- |
| 640A | 000005462 | 1500 | 456 | 000000 | 07410011700 | CC158 | | | 89/10 | 20 | 159.38- |
| 640A | 000005462 | 1500 | 456 | 000000 | 07410011700 | CC158 | | | 89/10 | 40 | 159.38- |
| 640A | 000005464 | 1500 | 456 | 000000 | 07410011700 | CC158 | | | 89/10 | 20 | 159.38- |
| 640A | 000005466 | 1500 | 456 | 000000 | 07410011700 | CC158 | | | 89/10 | 40 | 159.38- |
| 640A | 000005468 | 1500 | 456 | 000000 | 07410011700 | 0000A162 | | | 89/10 | 20 | 159.38- |
| 640A | 000005468 | 1500 | 456 | 000000 | 07410011700 | 0000A162 | | | 89/10 | 40 | 159.38- |
| 640A | 000005470 | 1500 | 456 | 000000 | 07410011700 | CC158 | | | 89/10 | 20 | 159.38- |
| 640A | 000005470 | 1500 | 456 | 000000 | 07410011700 | CC158 | | | 89/10 | 40 | 159.38- |
| 640A | 000005472 | 1500 | 456 | 000000 | 07410011700 | CC158 | | | 89/10 | 20 | 159.38- |
| 640A | 000005472 | 1500 | 456 | 000000 | 07410011700 | CC158 | | | 89/10 | 40 | 159.38- |
| 640A | 000005474 | 1500 | 456 | 000000 | 07410011700 | CC158 | | | 89/10 | 20 | 159.38- |
| 640A | 000005474 | 1500 | 456 | 000000 | 07410011700 | CC158 | | | 89/10 | 40 | 159.38- |
| 640A | 000005521 | 1500 | 456 | 000000 | 07410011700 | 0000A169 | 00000944 | 89-035 | 90/02 | 20 | 49.59- |
| 640A | 000005522 | 1500 | 456 | 000000 | 07410011700 | 0000A169 | 00000944 | 89-035 | 90/02 | 40 | 49.59- |
| 640A | 000005740 | 1500 | 456 | 000000 | 07410011700 | A189 | 3969 | A000488 | 90/01 | 20 | 67.47- |
| 640A | 000005740 | 1500 | 456 | 000000 | 07410011700 | A189 | 3969 | A000488 | 90/01 | 40 | 67.47- |
| TOTAL FOR TRANSACTION CODE 644 | | | | | | | | | | | 25,979.09- |
| TOTAL FOR ASSET CATEGORY 4 | | | | | | | | | | | 2,979,519.32 |
| TOTAL FOR AGENCY 602 | | | | | | | | | | | 2,993,281.83 |

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900 Distribution and Requests for Reports Procedures

The intended distribution is for each FAACS report to be sent to the individual agencies. Additional distribution procedures will be developed during FAACS implementation for local FAACS users. Detail and Summary FAACS users will receive system reports following the current CARS distribution procedures.

If an agency wishes to request a report which is not ordinarily run as part of the update or monthly reports, the agency needs to submit a report request form to the FAACS staff. A copy of the form follows this subsection. Please complete all the information at the top of this form; i.e., Agency name, Agency number, etc. The form must also have the appropriate signature. This can be the agency fiscal officer or someone who is authorized to request these reports.

The agency indicates the frequency of the report request by using the codes given on the report request form: W=Weekly, Q=Quarterly, M=Monthly, A=Annually, and R=As Requested. A or Annually indicates that the agency wishes to receive the report at the end of the fiscal year. R or As Requested indicates that the agency wishes to receive the report on request.

Please enter the report number, the name of the report and the frequency desired in the spaces designated at the bottom of the page.

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FAACS Report Request Form

Agency Name: _____

Agency Number: _____

Fiscal Officer: _____

Telephone Number: SCATS _____ Local _____

Our agency would prefer to receive reports pertaining to the Fixed Asset Accounting and Control System at the time intervals designated below.

Signature: _____
Fiscal Officer

Report Frequency Availability

W = Weekly M = Monthly Q = Quarterly
A = Annually R = As Required

* The FAC 731, FAC 732, and FAC 733 reports are available only at year-end.

The FAC 730 report will be sent to you monthly. The FAC 250 and FAC 270 are automatic system control reports generated when your input has been processed.

| | <u>Report Number</u> | <u>Report Name</u> | <u>Frequency Desired</u> |
|-----|--------------------------|------------------------|------------------------------|
| 1. | _____ | _____ | _____ |
| 2. | _____ | _____ | _____ |
| 3. | _____ | _____ | _____ |
| 4. | _____ | _____ | _____ |
| 5. | _____ | _____ | _____ |
| 6. | _____ | _____ | _____ |
| 7. | _____ | _____ | _____ |
| 8. | _____ | _____ | _____ |
| 9. | _____ | _____ | _____ |
| 10. | _____ | _____ | _____ |

As your report requirements change, please submit a new list so that FAACS can continue to be responsive to your needs.

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1000 CARS Reports - General

CARS reports will be the agencies' source of financial accounting data for reporting general fixed asset account groups on their annual financial statements. All accounting entries related to fixed assets will be processed into FAACS and automatically update CARS reports. CARS will provide the following data related to fixed assets to meet the financial disclosure requirements:

- Major Asset Categories (by general ledger account)
- Accumulated Depreciation
- Additions, Deletions
- Investment in General Fixed Asset Credit (governmental fund)

The interface between FAACS and CARS is to provide State agencies with one source of information for developing their annual and interim financial statements. The following CARS reports will be effected by the FAACS/CARS interface:

- CARS 0402-Trial Balance of the General Ledger Accounts (options B1, C1, D1, and E1).
- CARS 1040-Fund Ledger Account Analysis.

1100 Trial Balance - CARS 0402

- The CARS 0402 Option B1 Trial Balance by agency by fund detail will be the source of information for the individual agencies to develop their financial statements. The General Fixed Asset Account Group will be individually reflected on the report for inclusion in agency financial statements. The CARS 0402, Option B1 should, for fixed asset GLA's, be the same as the FAC730 for the agency. The Option C-1, breaks by project for each agency, fund, and fund detail. The CARS 0402 options D1 and E1 trial balance by fund/fund detail will be the Comptroller's source of information for meeting financial disclosure requirements for fixed assets. Option D1 should, for fixed asset GLA's, be the same as in FAC740.

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1101 Trial Balance - CARS 0402 Option B1

| COMMONWEALTH ACCOUNTING AND REPORTING SYSTEM / CARS | | | | | | | | | |
|--|--------|--------------------------------|-------------------|-------------|--------------|------------|---------------------|--------|--|
| DEPARTMENT OF ACCOUNTS | | | | | | | | | |
| TRIAL BALANCE OF GENERAL LEDGER ACCOUNTS BY AGENCY/FUND DETAIL | | | | | | | | | |
| AS OF 06/24/89 | | | | | | | | | |
| ACTR 0402 OPTIONS: B1 | | | | | | | | | |
| DAILY | | | | | | | | | |
| (CR)-CYCLE 8 | | | | | | | | | |
| RUN DATE 06/25/89 06:14 A.M. | | | | | | | | | |
| AGENCY NO. : 151 | | | | | | | | | |
| AGENCY PAGE : 2 | | | | | | | | | |
| REPORT PAGE : 84 | | | | | | | | | |
| REQUEST NO. ACTR0402 D 11 | | | | | | | | | |
| FUND NO | GLA NO | ACCOUNT TITLE | BEGINNING BALANCE | DEBITS | TRANSACTIONS | CREDITS | ENDING BALANCE | GLA NO | |
| 0720 | 101 | CASH WITH THE TREASURER OF VA | 27,900,000.00 | .00 | | .00 | 27,900,000.00 | 101 | |
| | 800 | FUND BALANCE | 27,900,000.00 | .00 | | .00 | 27,900,000.00CR 800 | 800 | |
| TOTAL | | | .00 | .00 | | .00 | .00 | | |
| 1800 | 370 | EQUIPMENT | 2,275,710.06 | 8,886.76CR | | 2,000.00CR | 2,264,823.30 | 370 | |
| | 371 | ACCUMULATED DEPRECIATION - EQU | 767,580.87CR | 1,285.71 | | 10,974.23 | 755,320.93CR | 371 | |
| | 798 | INVESTMENT IN GENERAL FIXED AS | 1,508,129.19CR | 8,974.23CR | | 7,801.05 | 1,506,952.37CR | 798 | |
| | 800 | FUND BALANCE | .00 | .00 | | .00 | .00 | 800 | |
| TOTAL | | | .00 | 16,575.28CR | | 16,575.28 | .00 | | |

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| Function No. 70300 - FAACS Online | 70365 |
| | TOPIC |
| | REPORTS |
| | DATE |
| | 9/1/93 |

1101 Trial Balance - CARS 0402 Option C1

| COMMONWEALTH ACCOUNTING AND REPORTING SYSTEM / CARS | | | | | | | | | |
|--|----------|--------|-------------------------------|-------------------|-----------|-------------|----------------|--------|-----------|
| DEPT OF CONSERVATION AND RECREATION | | | | | | | | | |
| TRIAL BALANCE OF GENERAL LEDGER ACCOUNTS BY AGENCY/FUND DETAIL/PROJECT | | | | | | | | | |
| AS OF 06/28/93 | | | | | | | | | |
| ACTR 0402 OPTIONS: C1 | | | | | | | | | |
| DAILY | | | | | | | | | |
| (PM)-CYCLE 0 | | | | | | | | | |
| RUN DATE 06/29/93 04:57 A.M. | | | | | | | | | |
| FUND NO | GLA PROJ | GLA NO | ACCOUNT TITLE | BEGINNING BALANCE | DEBITS | CREDITS | ENDING BALANCE | GLA NO | AGENCY NO |
| 1000 | 66469 | 899 | CONTRA STATISTICAL RECORDS | 4,000.00 | .00 | .00 | 4,000.00 | 899 | 199 |
| | | 901 | EXPENDITURES | 4,000.00 | .00 | .00 | 4,000.00 | 901 | 23 |
| | | 982 | CASH TRANSFER IN - NON-GF | 2,024.12CR | .00 | 1,975.88CR | 4,000.00CR | 982 | 437 |
| 66470 | | 101 | CASH WITH THE TREASURER OF VA | .00 | .00 | 3,323.16CR | 3,323.16CR | 101 | 04 |
| | | 890 | AGY INTERNAL BUDGET-ORIGINAL | 23,557.00CR | .00 | .00 | 23,557.00CR | 890 | |
| | | 899 | CONTRA STATISTICAL RECORDS | 23,557.00 | .00 | .00 | 23,557.00 | 899 | |
| | | 901 | EXPENDITURES | .00 | 3,323.16 | .00 | 3,323.16 | 901 | |
| 66471 | | 101 | CASH WITH THE TREASURER OF VA | 4,014.00 | .00 | .00 | 4,014.00 | 101 | |
| | | 961 | REVENUE | 4,014.00CR | .00 | 2,413.00CR | 6,427.00 | 961 | |
| 66472 | | 101 | CASH WITH THE TREASURER OF VA | 29,323.00CR | 34,490.00 | 40,225.00CR | 35,058.00CR | 101 | |
| | | 890 | AGY INTERNAL BUDGET-ORIGINAL | 105,116.00 | .00 | .00 | 105,116.00CR | 890 | |
| | | 899 | CONTRA STATISTICAL RECORDS | 105,116.00 | .00 | .00 | 105,116.00 | 899 | |
| | | 901 | EXPENDITURES | 48,222.00 | 35,058.00 | .00 | 83,280.00 | 901 | |
| | | 961 | REVENUE | 18,899.00CR | 5,167.00 | 34,490.00CR | 48,222.00CR | 961 | |
| 66473 | | 101 | CASH WITH THE TREASURER OF VA | 30,502.69 | 14,720.26 | 23,866.63CR | 21,356.32 | 101 | |
| | | 890 | AGY INTERNAL BUDGET-ORIGINAL | 549,320.00CR | .00 | .00 | 549,320.00CR | 890 | |
| | | 899 | CONTRA STATISTICAL RECORDS | 549,320.00 | .00 | .00 | 549,320.00 | 899 | |
| | | 901 | EXPENDITURES | 293,462.31 | 23,866.63 | 239.50CR | 317,089.94 | 901 | |
| | | 902 | EXPENDITURE REFUNDS | 323,965.00CR | .00 | 8,351.78CR | 330,094.00CR | 902 | |
| | | 961 | REVENUE | .00 | .00 | 6,129.00CR | 6,129.00 | 961 | |
| 66474 | | 101 | CASH WITH THE TREASURER OF VA | 46,456.65CR | 46,456.65 | 9,103.73CR | 9,103.73CR | 101 | |
| | | 890 | AGY INTERNAL BUDGET-ORIGINAL | 75,507.00CR | .00 | .00 | 75,507.00CR | 890 | |
| | | 899 | CONTRA STATISTICAL RECORDS | 75,507.00 | .00 | .00 | 75,507.00 | 899 | |
| | | 901 | EXPENDITURES | 72,886.35 | 9,103.73 | .00 | 81,990.08 | 901 | |
| | | 982 | CASH TRANSFER IN - NON-GF | 26,429.70CR | .00 | 46,456.65CR | 72,886.35CR | 982 | |
| 66475 | | 101 | CASH WITH THE TREASURER OF VA | 9,003.72CR | 958.00 | 4,229.48CR | 12,275.20CR | 101 | |
| | | 890 | AGY INTERNAL BUDGET-ORIGINAL | 100,000.00CR | .00 | .00 | 100,000.00CR | 890 | |
| | | 899 | CONTRA STATISTICAL RECORDS | 100,000.00 | .00 | .00 | 100,000.00 | 899 | |
| | | 901 | EXPENDITURES | 22,176.54 | 4,229.48 | 958.00CR | 25,448.02 | 901 | |
| | | 982 | CASH TRANSFER IN - NON-GF | 13,172.82CR | .00 | .00 | 13,172.82CR | 982 | |
| 66476 | | 101 | CASH WITH THE TREASURER OF VA | 171.64CR | 171.64 | .00 | .00 | 101 | |
| | | 961 | REVENUE | 9,318.20CR | .00 | 171.64CR | 9,489.84CR | 961 | |
| | | 983 | CASH TRANSFER OUT - NON-GF | 9,489.84 | .00 | .00 | 9,489.84 | 983 | |
| 66477 | | 101 | CASH WITH THE TREASURER OF VA | 42,020.00 | .00 | 5,389.00CR | 36,631.00 | 101 | |
| | | 901 | EXPENDITURES | 11,980.00 | 5,389.00 | .00 | 17,369.00 | 901 | |
| | | 961 | REVENUE | 54,000.00CR | .00 | .00 | 54,000.00CR | 961 | |
| 66481 | | 101 | CASH WITH THE TREASURER OF VA | 24,610.00 | 12,521.00 | .00 | 37,131.00 | 101 | |

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1102 Trial Balance – CARS 0402 Option D1

| ACTR 0402 OPTIONS: 01 | | COMMERCIAL ACCOUNTING AND REPORTING SYSTEM / CARS | | AGENCY NO 000 | |
|---------------------------------------|---------------|---|--------|--------------------------|----------------|
| MONTHLY | | | | PAGE 158 | |
| (999)-CYCLE M | | TRIAL BALANCE OF GENERAL LEDGER ACCOUNTS BY FUND DETAIL | | REQUEST NO ACTR0402 D 03 | |
| RUN DATE 11/08/88 00:02 A.M. | | AS OF 10/31/88 | | | |
| FUND : 07 TRUST AND AGENCY | | | | | |
| FUND DETAIL: 00 EQUIPMENT TRUST FUND | | | | | |
| GLA NO | ACCOUNT TITLE | BEGINNING BALANCE | DEBITS | CREDITS | ENDING BALANCE |
| 370 EQUIPMENT | | 119,408 78 | 00 | 00 | 119,408 78 |
| 371 ACCUMULATED DEPRECIATION - EOU | | 0 921 68CR | 00 | 00 | 0 921 68CR |
| 791 DEPRECIATION EXPENSE - PROPRIETIA | | 00 | 00 | 00 | 00 |
| 797 INVESTMENT IN FIXED ASSETS-PRO | | 110,485 12CR | 00 | 00 | 110,485 12CR |
| 800 FUND BALANCE | | 00 | 00 | 00 | 00 |
| TOTAL | | | | | |

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1103 Trial Balance – CARS 0402 Option E1

| ACTR 0402 OPTIONS: E1 | | COMMONWEALTH ACCOUNTING AND REPORTING SYSTEM / CARS | | AGENCY NO. 0000 | |
|---|---------------|---|----------------|---------------------------|----------------|
| MONTHLY | | TRIAL BALANCE OF GENERAL LEDGER ACCOUNTS BY FUND | | PAGE 18 | |
| RUN DATE 11/09/88 08:02 A M | | AS OF 10/31/88 | | REQUEST NO. ACTR0402 D 03 | |
| FUND : 18 GENERAL FIXED ASSET ACCOUNT GROUP | | | | | |
| FLA | ACCOUNT TITLE | BEGINNING BALANCE | DEBITS | CREDITS | ENDING BALANCE |
| 365 LAND | | 184,441,415 91 | 498,500,000 00 | 00 | 184,441,415 91 |
| 366 BUILDINGS | | 664,717,583 94 | 927,500,000 00 | 00 | 664,717,583 94 |
| 367 ALLUM DEPREC - IMPROVEMENTS GIII | | 63,010,932 31CR | 00 | 17,261,500 00 | 63,010,932 31 |
| 368 IMPROVEMENTS OTHER THAN BUILDING | | 123,272,857 15 | 00 | 00 | 123,272,857 15 |
| 369 ACCUMULATED DEPRECIATION - BUI | | 260,225,873 68CR | 3,041,500 00 | 497,354,200 00 | 260,225,873 68 |
| 370 EQUIPMENT | | 486,961,229 93 | 145,754,300 00 | 2,860,500,000 00 | 486,961,229 93 |
| 371 ACCUMULATED DEPRECIATION - EQU | | 226,274,970 58CR | 2,400,300 00 | 1,230,100 00 | 226,274,970 58 |
| 372 CONSTRUCTION IN PROGRESS | | 29,749,567 95 | 2,400,300 00 | 523,100,000 00 | 29,749,567 95 |
| 398 INVESTMENT IN GENERAL FIXED AS | | 939,670,978 31CR | 2,654,041 00 | 148,848,787 34CR | 939,670,978 31 |
| 800 FUND BALANCE | | 00 | 751,498,834 86 | 751,498,834 86CR | 00 |
| TOTAL | | | | | |

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1200 Fund Ledger Account Analysis CARS 1040

The CARS 1040 will carry the fixed asset account group balances and the transactions that affect the major asset categories. This will provide the agency and the Comptroller's Office with an audit trail between FAACS and CARS by providing a beginning balance and a listing of each transaction that affected the account and an ending balance.

Only entries into FAACS can update or adjust the general fixed asset group accounts maintained in CARS. This is to ensure that FAACS and CARS will remain balanced and auditable. For further explanations see CAPP Topic No. 70360, "Interface Requirements."

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1200 Fund Ledger Account Analysis CARS 1040

| COMMONWEALTH ACCOUNTING AND REPORTING SYSTEM / CARS | | | | | | | | | |
|---|---|-------------------------|----------------|----------|----------------------------|----|----|---------------|---------------|
| FUND LEDGER ACCOUNT ANALYSIS | | | | | | | | | |
| AS OF 10/31/98 | | | | | | | | | |
| AGENCY NO : 151 | | | | | | | | | |
| AGENCY PAGE : 1 | | | | | | | | | |
| REPORT PAGE : 2108 | | | | | | | | | |
| REQUEST NO | | | | | | | | | |
| ACTS 1040 OPTION: 4 | | | | | | | | | |
| SPECIAL | | | | | | | | | |
| RUN DATE 11/09/98 10:02 A.M. | | | | | | | | | |
| .. FUND 0000 TITLE NOT FOUND | | | | | | | | | |
| POST DATE | BATCH IDENT | CUR DOC/SFA REF DOC/SFA | AGENCY LIST NO | PGM PROJ | PURPOSE | IC | RM | DEBIT | CREDIT |
| ... | GLA 800 FUND BALANCE | | | | ***** BEGINNING BALANCE | | | 00 | 00 |
| | | | | | ***** TOTAL ENTERED | | | 00 | 00 |
| | | | | | ***** TOTAL ENDING BALANCE | | | 00 | 00 |
| ... | GLA 892 CENTRAL/OUTSIDE BUDGET - ORIGINAL | | | | ***** BEGINNING BALANCE | | | 00 | 39,919,067 00 |
| | | | | | ***** TOTAL ENTERED | | | 00 | 39,919,067 00 |
| | | | | | ***** TOTAL ENDING BALANCE | | | 00 | 39,919,067 00 |
| ... | GLA 893 CENTRAL/OUTSIDE BUDGET - ADJUSTED | | | | ***** BEGINNING BALANCE | | | 00 | 00 |
| 881013 A122 881013 @ 189 000004 0 | 151 | 749 000000 | 882 | | | | | 450 00 | 450 00 |
| 881013 A122 881013 @ 189 000003 0 | 151 | 749 000000 | 881 | | | | | 450 00 | 450 00 |
| | | | | | ***** TOTAL ENTERED | | | 450 00 | 450 00 |
| | | | | | ***** TOTAL ENDING BALANCE | | | 00 | 00 |
| ... | GLA 899 CONTRA STATISTICAL RECORDS | | | | ***** BEGINNING BALANCE | | | 39,919,067 00 | 00 |
| 881013 A122 881013 @ 189 000004 0 | 151 | 749 000000 | 882 | | | | | 00 | 450 00 |
| 881013 A122 881013 @ 189 000003 0 | 151 | 749 000000 | 881 | | | | | 450 00 | 450 00 |
| | | | | | ***** TOTAL ENTERED | | | 450 00 | 450 00 |
| | | | | | ***** TOTAL ENDING BALANCE | | | 39,919,067 00 | 151 |

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| | DATE 9/1/93 |

1300 Listing of Potential Fixed Assets (CARS 0462)

CARS 0462 will be providing a weekly listing of transactions that are potential fixed assets. The key to the listing will be the major object code level for capital items. This report is a tool to aid agencies in monitoring new acquisitions to determine if the item should be capitalized. This report should be utilized by the individual charged with property management function to ensure she/he is being notified of fixed assets acquisitions. This report will not update FAACS. Agencies must complete the proper accounting input forms to update the fixed asset data maintained in FAACS or in their agency based systems. The 462 provides information on expenditures charged to CARS in the amount of \$500.00 or greater, that carry fixed asset object codes.

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| | DATE 9/1/93 |

1300 Listing of Potential Fixed Assets (CARS 0462)

ACTR 0462
WEEKLY
(CM)-CYCLE V
RUN DATE 10/01/88 03:30 A.M.

COMMERCIAL ACCOUNTING AND REPORTING SYSTEM / CARS
SECRETARY OF ECONOMIC DEVELOPMENT
... POTENTIAL FIXED ASSET REPORT ...
AS OF 09/30/88

AGENCY NO : 192
AGENCY PAGE : 1
REPORT PAGE : 181
REQUEST NO ACTR0462 A 00

| ADV LIST NO VOUCHER NO | PG NO VOUCH DATE | OBJ CD FUND | PSN/SUB-PRJ PROJECT | ELEMENT CT CD | TRANS AMOUNT T/C | VENDOR ID | ... DESCRIPTION OF ... NON CAPITALIZED ITEMS |
|---------------------------|---------------------|----------------|------------------------|------------------|---------------------|-----------|---|
| BATCH ID: A1928809181011 | | | | | | | |
| 00000011 | | 1253 | 719/01 | 00 | 80.00 | | |
| 00000027 | 09/19/88 | 0100 | 00000 | | 324 | | |
| | | | AGENCY TOTAL | | 80.00 | | |

Manufactures / Acq/m/a/r

6126

| | |
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| Function No. 70300 - FAACS Online | TOPIC REPORTS |
| | DATE 9/1/93 |

1400 Potential Fixed Assets - Selected Items (CARS 0463)

The weekly CARS 0463 "Potential Fixed Assets - Selected Items" accompanies the CARS 0462 "Potential Fixed Asset Report" and is a turnaround document which lists transactions with a dollar value equal to or greater than \$5,000.00. FAACS Central Users are required to return the CARS 0463 report to the Department of Accounts, FAACS section within two weeks of the run date of the report.

For each item listed on the CARS 0463 report that should be capitalized, the agency should provide FAACS forms 1 and 2 with, at a minimum, the following information:

- agency number
- asset category
- FAACS ID number; and
- funding amount

If any item listed on the CARS 0463 should not be capitalized, the agency is required to submit an exception explanation. Local and Summary users are excluded from having to return the CARS 0463 report, but should continue to use the CARS 0462 as a tool for ensuring that all acquisitions and related costs are recorded in their systems.

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| Volume No. 3 - Automated System Applications | TOPIC NO. 70365 |
| Function No. 70300 - FAACS Online | TOPIC REPORTS |
| | DATE 9/1/93 |

1400 Potential Fixed Assets - Selected Items (CARS 0463)

ACTR 0463
WEEKLY
(CM)-CYCLE W
RUN DATE 07/03/93 10:08 P.M.

COMMONWEALTH ACCOUNTING AND REPORTING SYSTEM / CARS
DEPARTMENT OF ACCOUNTS
*** POTENTIAL FIXED ASSETS - SELECTED ITEMS ***
AS OF 07/03/93

AGY NO : 151
AGENCY PAGE : 1
REPORT PAGE : 13
REQUEST NO. ACTR0463 A 00

SELECTED ITEMS HAVE BEEN EXTRACTED FROM THE POTENTIAL FIXED ASSET
REPORT, AS OF 07/03/93, THAT MAY QUALIFY FOR CAPITALIZATION IN THE
FIXED ASSET ACCOUNTING AND CONTROL SYSTEM (FAACS).
PLEASE EXAMINE YOUR RECORDS: PROVIDE THE INFORMATION REQUESTED BELOW
AND RETURN THIS REPORT TO THE DEPARTMENT OF ACCOUNTS, FAACS SECTION,
WITHIN TWO WEEKS OF THE REPORT DATE.
IF YOU NEED ASSISTANCE IN DETERMINING WHETHER THE ASSET QUALIFIES FOR
CAPITALIZATION, REFER TO SECTION 20, PAGES 18-20, OF THE FAACS POLICIES
AND PROCEDURES MANUAL.

POTENTIAL FIXED ASSET ACTIVITY:


| AGY | BATCH ID | FUNDING AMOUNT | AGY | ASSET CATEGORY ID NUMBER | FAACS LIST NUMBER | FUNDING AMOUNT | EXPLANATION FOR EXCEPTION |
|-----|-------------|-------------------|-----|-----------------------------|----------------------|-------------------|---------------------------|
| 151 | A1519306293 | 457 000010 | | | | 5,394.00 | |
| 151 | A1519306303 | 464 000010 | | | | 15,330.00 | |

**** END OF AGENCY ****

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| | DATE 9/1/93 |

DOA CONTACT

Assistant Director, Fixed Assets and Indirect Cost

 (804) 225-2646

FAX (804) 786-3356

 finrept@doa.virginia.gov

SUBJECT CROSS REFERENCES

CAPP Topic No. 30315, "Nomenclature Codes"

CAPP Topic No. 30505, "Physical Inventory"

CAPP Topic No. 30705, "Surplus Property Management"

CAPP Topic No. 70360, "Interface Requirements"